

Collective Agreement

between

Winnipeg Regional Health Authority (WRHA)

Community Programs

(hereinafter referred to as the Employer)

and

The Manitoba Government and General Employees' Union

(hereinafter referred to as the Union)

Local 220

April 1, 2014 - March 31, 2018

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*All Changes Appear in **Bold**.

This Agreement made this 30th day of December, 2016.

between

Winnipeg Regional Health Authority (WRHA)

(hereinafter referred to as the Employer),

of the first part

and

The Manitoba Government and General Employees' Union

(hereinafter referred to as the Union),

of the second part.

For the purpose of promoting co-operation and understanding between the Employer and its employees affected hereby, and to recognize the mutual value of joint discussions and negotiations with respect to compensation for employees, including the establishment of pay ranges for new classes of employees and the adjustment from time to time of pay ranges for existing classes of employees and working conditions of employees, the parties hereto agree as follows:

Article 1 Definitions

1:01 In this Agreement, unless the context otherwise requires, the expression:

- (a) “Authorized overtime” shall mean overtime authorized by the Employer and where the term “overtime” is used in this Agreement, it shall mean “authorized overtime”;
- (b) “Casual employee” means an employee who normally works less than the full normal daily, weekly or monthly hours of work, as the case may be, and whose work is irregular, or non-recurring or does not follow an ongoing predetermined schedule of work on a regular and recurring basis. Notwithstanding the foregoing casual employees may be employed for a short duration to replace employees who are absent for any reason;
- (c) “Classification” means a group of positions involving duties and responsibilities so similar that the same or like qualifications may reasonably be required for, and the same schedule or grade of pay can be reasonably applied to, all positions in the group;
- (d) “Continuous service” or “continuous employment” means consecutive and contiguous days, weeks, months and/or years of employment with the Employer where there has been no break in service involving termination of the employee. In the calculation of continuous service, any approved leave of absence with pay shall not affect continuous service and any authorized leave of absence without pay or a temporary or seasonal layoff, while not considered a break in service, shall not be counted in the total continuous service. Example: ten (10) years consecutive and contiguous service with six (6) months leave of absence without pay or six (6) months seasonal layoff = nine and one-half (9½) years continuous service;
- (e) “Dismissal” means the removal for disciplinary reasons from a position of employment for just cause;

- (f) “Employee” means a person employed in a position in the bargaining unit;
- (g) “Grade of pay,” “pay range” or “pay grade” means a series of rates of remuneration for a classification that provides for a minimum rate, a maximum rate, and such intermediate rates if any as may be considered necessary to permit periodic increases in remuneration and as set out in the salary schedule (Schedule A);
- (h) “Increment” means the amount per annum provided as a rate of increase in the applicable salary payable to any eligible employee, which unless the context of the relevant approved pay range otherwise clearly indicates, may be granted annually on the applicable anniversary dates;
- (i) “Layoff” means to temporarily remove from a position of employment subject to the employee retaining such rights as set out under this Agreement;
- (j) “Part-time employee” means an employee who normally works less than the full normal daily, weekly or monthly hours, as the case may be, and whose work follows an ongoing, predetermined schedule of work on a regular and recurring basis;
- (k) “Permanent employee” means an employee who carries out and occupies a continuing function and who has all the rights and privileges of permanent status;
- (l) “Position” means a job function within the bargaining unit for which a person is employed by the WRHA;
- (m) “Promotion” means a change of employment from one (1) position to another having a higher maximum salary;
- (n) “Transfer” means the removal of an employee from a position in a classification and appointing the employee to another position having the same maximum rate of pay.

- (o) “Length of Employment” shall mean the period of time since an employee last became a full-time, part-time or temporary employee for purposes of calculating all entitlements pursuant to this Agreement including, but not limited to, vacation, bonus vacation and pre-retirement leave and “Length of Service”, “Continuous Service”, “Continuous Employment” shall have similar meaning. Conversion from full-time, part-time or temporary status to casual status shall be considered a break in services and no period of casual employment or prior full-time, part-time or temporary employment shall be included in an employee’s length of service even when a casual employee subsequently becomes a full-time, part-time or temporary employee.

- 1:02** Wherever the singular and the masculine are used in this Agreement, the same shall be construed as meaning the plural, or the feminine or the neuter where the context so admits or requires and the converse shall hold as applicable.

Article 2 Duration and Retroactive Wages

- 2:01** This Agreement shall become effective from and including April 1, **2014** and shall continue in effect up to and including March 31, **2018** and shall remain in force and effect from year to year thereafter unless written notice to negotiate a renewal, or revision and renewal is given by either party in accordance with Article 2:02.

During the period required to negotiate a renewal, or revision and renewal of this Agreement, this Agreement shall remain in full force and effect without change.

- 2:02** Should either party desire to propose changes to this Agreement, they shall give notice in writing to the other party not more than ninety (90) calendar days and not less than thirty (30) calendar days prior to the expiration date of this Agreement. Within thirty (30) calendar days of the receipt of **proposals**, **the other party shall be required to enter into negotiations for the**

purpose of discussing the changes and the formation of a new Agreement.

- 2:03** All additions, deletions, amendments, and/or revisions from the previous Agreement to this Agreement shall be effective the first day of the bi-weekly pay period following the date of signing of this Agreement unless otherwise specified.
- 2:04** Retroactive pay adjustments for the period between the expiration of the previous Agreement and the date of the signing of this Agreement shall apply to:
- (a) Employees who are in the employ of the WRHA on the date of the signing of this Agreement;
 - (b) Employees who have retired or who have died during the above mentioned period;
 - (c) Employees who have been permanently laid off during the above mentioned period;
 - (d) Term employees terminated at the end of a specific term of employment or after the completion of the specific job for which they were employed.
- 2:05** Upon written request to the Employer, within sixty (60) days of the date of the signing of this Agreement, retroactive pay adjustments for the period between the expiration of the previous Agreement and the date of the signing of this Agreement shall be made to employees who have voluntarily terminated their services (resigned).

Article 3 Amendment to the Salary Schedule

- 3:01** During the term of this Agreement, amendments to the salary schedule resulting from the introduction of a new classification, or amendments to Appendix "A" of the Agreement in respect of exclusions from the terms of

this Agreement shall be determined through negotiation between the parties hereto.

- 3:02** If it is necessary for the purpose of recruitment or retention to effect an upward adjustment to the pay range of an established classification, the Employer shall consult with the Union and may amend the salary schedule to give effect to the required change. In no case shall such pay range be less than that already existing for the classification.

Article 4 Application of Agreement

- 4:01** The terms of this Agreement shall apply as herein stated to:
- (a) Permanent employees;
 - (b) Full-time term employees;
 - (c) Casual Employees. The only provisions of this Agreement which apply to casual employees are those listed in Appendix "E" Special Understanding, Re: Casual Employees.
- 4:02** The terms of this Agreement shall not apply to:
- (a) Incumbents of the positions set forth in Appendix "A" attached hereto; and
 - (b) Summer student assistants; and
- 4:03** The Employer recognizes the Union as the sole and exclusive bargaining agent for those employees within the bargaining unit as set out in Section :01 herein and as well such further classifications of employees as may be agreed upon by the parties during the term of this Agreement.

Article 5 Term Employees

- 5:01** "Term employee" means an employee hired for a specific term of employment. The term of employment may be based on a specific period of

time or the completion of a specific job or until the occurrence of a specified event.

5:02 Where the employment of a term employee terminates at the end of a specific term of employment, then:

- (a) The Employer shall not be required to give any notice or payment in lieu thereof;
- (b) The employee shall not be required to give any notice of resignation.

5:03 Where a term employee is laid off, then the following shall apply:

- (a) If the layoff is at the end of a specific term of employment, no notice of layoff is required;
- (b) If the layoff is prior to the end of a specific term of employment, an employee will receive written notice prior to the layoff or granted payment in lieu thereof based on the following:
 - (i) Four (4) weeks' notice to an employee with one (1) or more years of full-time continuous service or
 - (ii) Two (2) weeks' notice to an employee with less than one (1) year of full-time continuous service.

5:04 Where a term employee is employed in the same position performing the same function for a period of more than twenty-four (24) continuous months, the Employer shall convert the employee to permanent status, unless the employee is replacing an absent employee.

5:05 **With the exception of indefinite term positions,** the Employer shall provide written confirmation of the start and expiry dates of the term position prior to the employee's commencement in the position. Failure to comply with the foregoing shall not in itself negate the employee's status as a term employee. This period may be extended if the Employer so requests and the Union agrees. A term position will expire, prior to the posted expiry date,

at the discretion of the Employer, upon four (4) weeks written notice to the employee occupying the term position.

5:06 An employee, other than a term employee, who accepts a term position will be returned to her former position at the completion of the temp position if reasonably possible. An employee not returned to her former position shall be returned to her former occupational classification and employment status.

5:07 (a) For situations related to WCB and/or illness and/or accident, or where there is a term vacancy due to leave for public office where a definitive expiry date cannot be specified, the Employer shall state on the job posting that the said term position will expire upon the return of the current incumbent to her position, subject to the employee occupying the said term position receiving as much notice as is reasonably possible but not less than forty-eight (48) hours that the term is ending. Upon mutual agreement notice of less than forty-eight (48) hours may be given. Any term positions directly resulting from the above procedure will be posted in the same manner.

(b) The absent employee returning from an indefinite leave shall provide as much notice as is reasonably possible but not less than forty-eight (48) hours' notice prior to her return to work.

5:08 **An employee who is awarded a term position may be required to complete the term prior to being allowed to transfer to another term or prior to returning to their former position (if they had possessed a permanent position). A term employee is free to apply for other permanent positions at any time, unless the employee is newly hired and within the probationary period, as per Article 10. If the employee and Employer mutually agree, a term employee may apply for other permanent positions within their probationary period.**

Should a full-time or part-time term employee apply for and receive a permanent position prior to the expiry of their term, the Employer shall not be required to repost the remainder of the term position and may

fill such vacancy in accordance with Article 8:01(b) as long as the remaining position is three (3) months or less.

Upon determining an employee has been away from their permanent position in multiple consecutive term positions for at least eighteen (18) months, the manager will notify the employee. The employee shall be provided four (4) weeks' notice in writing to decide if they wish to return to their permanent position. If the employee fails to return to their permanently owned position, the employee will be considered to have resigned from their permanent position.

If the employee opts to return to her permanent position, she cannot apply for another term position until she has remained in the permanent position for a minimum of twelve (12) months from date of return.

The Employer and the Union shall meet once every twelve (12) months to review existing term positions within the scope of the Collective Agreement.

Article 6 Management Rights

- 6:01** All the functions, rights, personnel pay practices, powers and authority which the Employer has not specifically abridged, delegated or modified by this Agreement are recognized by the Union as being retained by the Employer.
- 6:02** In administering this Agreement, the Employer shall act reasonably, fairly, in good faith, and in a manner consistent with the Agreement as a whole.

Article 7 Pay

- 7:01** Employees shall be paid on the basis of the hourly rates for the classification in accordance with the rates set out in Appendix "A". The bi-weekly pay shall be calculated by multiplying the applicable hourly rate of pay by the number of hours worked in a bi-weekly pay period including any leave with pay in that period for which the employee is eligible.

- 7:02** Upon promotion, an employee shall be placed at an hourly rate for the classification in Schedule “A” that is, if possible not less than three percent (3%) above the employees’ former hourly rate. Increments due within one (1) year immediately following the promotion shall also be granted.
- 7:03** Where, in special cases, the application of the general rules for placing an employee on a step of a pay range works an injustice or does not make adequate provision, the Employer shall consult with the Union, and may make such provisions as may be necessary to maintain equity or parity among salaries of incumbents of such positions within the pay range of the classification. Such provisions may take the form of salary rate assignment of incumbents to a proper and equitable step of the pay range of the classification of the position or to such a step of the pay range of the incumbent in the event that the pay range of the incumbent is lower than the pay range of the classification of the position.

Article 8 Recruitment and Appointment

- 8:01** (a) All permanent and term vacancies, which fall within the scope of the Agreement, shall be posted for at least seven (7) working days.
- (b) Except for circumstances described in Article 5:07, this Article does not apply to term vacancies of three (3) months or less expected duration. For term vacancies of three (3) months or less expected duration, the Employer may fill the vacancy at its discretion by utilizing one or more available part-time and/or casual employees. Where it becomes apparent during the period of the vacancy that it will exceed beyond three (3) months, the duration may be extended with the approval of the Union. Such approval shall not be unreasonably denied.
- 8:02** The bulletin shall state the closing date for applications, the location(s) of the position, the classification, a summary of duties of the position, the qualifications required and the salary range. The Union will be provided with a copy of all bulletins as they are issued.

- 8:03** In accordance with Article 19:06 preference for the filling of vacancies shall be given to employees who are in layoff status and who have submitted an application for the vacant position. Where two or more such employees apply, the selection shall be made in accordance with Article 8:04.
- 8:04** When filling a vacancy through competition, selection shall be based on qualifications, ability and prior work performance. Where qualifications, ability and prior work performance are deemed to be relatively equal, seniority shall be the determining factor.
- 8:05** Employees will be advised of their employment status (permanent **or** term, full-time **or** part-time) and shall be assigned and committed to work for the number of hours; equivalent to full-time (EFT), as agreed to in writing at the time of commencement of employment and at any time of any subsequent change.
- 8:06** An employee who applies for a posted vacancy and is unsuccessful shall be given the reasons in writing, upon request, as soon as reasonably possible.
- 8:07** The Employer may establish an eligibility list with respect to a posted vacancy. The posting shall indicate that the Employer may be establishing an eligibility list. Such lists may be maintained for a period of time not exceeding six (6) months. Notwithstanding 8:01 and 8:02, a permanent or term vacancy will not require posting while an eligibility list is in effect.
- 8:08** **Where an employee is voluntarily demoted from a position in a higher grade to a position in a lower grade, she shall be placed on the same increment step of the lower graded position.**

Where an employee is involuntarily demoted from a position in a higher grade to a position in a lower grade, she shall be placed on the increment step of the lower graded position which is closest to, but not higher than her present rate of pay.

Article 9 Medical Fitness

- 9:01** A physical and/or psychiatric examination by a duly qualified medical practitioner acceptable to the Employer is required for any employee in respect of whom the Employer, in writing, requires such an examination.
- 9:02** A duly qualified medical practitioner giving a psychiatric or physical examination shall complete the forms required by the Employer.
- 9:03** The cost of any such examination will be paid by the Employer.

Article 10 Probation

- 10:01** Every person hired by the Employer shall be on probation for a period of six (6) months.
- 10:02** An employee's initial probation period may be extended by the Employer. Such extension may be for a maximum period of six (6) months and shall be considered part of the initial probation period.
- 10:03** An employee shall be notified in writing of any extension of the probation period under Section :02 prior to the expiry of the probation period. A meeting may be held with the employee to discuss the extension. The employee has the option to have a representative present.
- 10:04** An employee who is rejected during his/her initial probation period may grieve the rejection to the Vice President of Community Care within fifteen (15) working days from the date the employee received notice of the rejection. The Vice President of Community Care or designate shall hold a hearing to discuss the grievance. The decision of the Vice President or designate shall be final for all such grievances.
- 10:05** Promotions are subject to a six (6) month **trial** period, after which the employee shall be declared permanent in the new classification. During this **trial** period, if the employee proves to be unsatisfactory or if she wishes to revert voluntarily, she will revert to her former classification without loss of seniority.

- 10:06** An employee shall not be required to serve a further probation period when:
- (a) The employee is promoted without competition as a result of reclassification of the employee's position;
 - (b) The employee initiates a transfer to a position in the same classification involving similar duties and responsibilities;
 - (c) The Employer initiates the transfer or demotion of an employee from one (1) position to another for any reason.
- 10:07** Subject to Section :04, the rejection of an employee on probation is neither grievable nor arbitrable.
- 10:08** An employee who is being rejected during the employee's probation period shall be provided with two (2) weeks' notice or payment in lieu thereof.
- 10:09** An employee who is temporarily appointed to another position on an acting basis is not considered to be on probation. If the employee is subsequently promoted to that position, the period during which the employee was in acting status does not count towards the employee's probation period.

Article 11 Position Descriptions

- 11:01** Upon request, the Employer shall provide each employee with a current copy of their position description in a timely manner, **which shall mean a period of no more than fourteen (14) calendar days. Such request shall not be made more than once per year.**
- 11:02** Upon request, the Employer shall provide the Union with a copy of the position descriptions that fall within the scope of this Collective Agreement in a timely manner, **which shall mean a period of no more than fourteen (14) calendar days. Such request shall not be made more than once per year.**

- 11:03** If an existing position description is revised with respect to job content and/or qualifications the Employer shall provide a copy of the amended or modified position description to the Union.

Article 12 Performance Appraisal

- 12:01** Where a formal assessment of an employee's performance is made, the employee concerned shall be given an opportunity to sign the assessment form upon its completion to indicate that its contents have been read. Employees shall have the right to place their own comments on the form where such space is provided or to append their comments to the form where no space is provided. An employee shall, upon request, receive a copy of the assessment.

Article 13 Merit Increases

- 13:01** "Merit increase" means an increase in the rate of pay of an employee within the employee's pay range which may be granted in recognition of satisfactory service on the employee's anniversary date.
- 13:02**
- (a) Applicable to employees hired on or after January 1, 2005, the anniversary date of an employee is the date on which the employee is employed in a position in the bargaining unit.
 - (b) For employees employed prior to January 1, 2005, the anniversary date of the employee is the 1st of the month which follows the date on which the employee was employed in a position in the bargaining unit.
 - (c) An employee's anniversary date shall not be affected by a change in classification or position.
- 13:03** Where the pay range for an employee's classification permits, an employee shall be eligible for a merit increase twelve (12) months from the employee's anniversary date established in accordance with this Article provided the employee has accumulated one thousand and eight (1,008) regular hours of work during that twelve (12) month period. If an employee has not

accumulated one thousand and eight (1,008) regular hours during that twelve (12) month period and as a result has not received a merit increase, the employee is eligible for a merit increase at the employee's next subsequent anniversary date twelve (12) months hence provided the employee has accumulated one thousand and eight (1,008) regular hours during the preceding twenty-four (24) month period. In a similar manner an employee who has not accumulated one thousand and eight (1,008) regular hours over the preceding twenty-four (24) month period is eligible for a merit increase at the employee's next anniversary date following the accumulation of one thousand and eight (1,008) regular hours.

- 13:04** Where an employee has been on maternity leave and/or parental leave and as a result of such leave(s) fails to be eligible for a merit increase under Subsection :03, the employee will be eligible for a merit increase on the first of the month following the date on which the employee accumulates the necessary regular hours of work. The effective date of the increase shall be the first of the bi-weekly pay period, which includes the first of the month.
- 13:05** Notwithstanding that an employee is appointed to a position at a salary rate higher than the minimum salary applicable to the position, the employee is eligible for a merit increase on the employee's anniversary date.
- 13:06** The effective date for an employee's merit increase shall be the employee's anniversary date. An employee must be in the classification on the employee's anniversary date in order that the merit increase take effect.
- 13:07** Where a merit increase is not granted to an employee on the employee's anniversary date:
- (a) The employee shall be notified of the merit increase denial on or before the applicable anniversary date. The employee shall be provided in writing with the reasons the merit increase was denied;
 - (b) The merit increase may be granted to the employee on any subsequent monthly anniversary date, which is not less than three (3) months from the employee's anniversary date;

- (c) The employee may file a grievance at Step 1 of the grievance procedure. No grievance may be initiated where a merit increase is not granted to an employee under Subsection :07 (b);
- (d) The employee is eligible for a merit increase at the employee's next anniversary date notwithstanding that the employee was granted a merit increase under Subsection :07 (b).

Article 14 Disciplinary Action

- 14:01** An employee shall only be disciplined for just cause.
- 14:02** A hearing may be held with an employee prior to making a determination to suspend or dismiss an employee. The employee has the option to have a representative present.
- 14:03** Where disciplinary action has been taken the employee shall be advised in writing of the disciplinary action and the circumstances and actions which made the disciplinary action necessary. The employee shall have an opportunity to sign a copy only to acknowledge its receipt and shall retain a copy.
- 14:04** An employee may grieve any disciplinary action according to the grievance procedure. Grievances concerning demotion, suspension or dismissal shall be initiated at Step 2 of the grievance procedure.
- 14:05** No notice or payment in lieu thereof is required where an employee is dismissed for just cause.

Article 15 Resignations

- 15:01** Employment may be terminated voluntarily by an employee, by giving at least **two (2)** weeks' notice in writing exclusive of any vacation due.
- 15:02** Employment may be terminated with less notice or without notice:
 - (a) By mutual agreement between the Employer and the employee;

- (b) During the employee's probationary period;
- (c) Where an employee is discharged for just cause.

- 15:03** An employee may, with the approval of the Employer, withdraw the notice of resignation at any time before the resignation becomes effective.
- 15:04** The employee agrees to return all equipment, keys, identification and materials belonging to the Employer prior to the termination date. Failure to return assigned items may result in the cost of such items being deducted from the employees' final pay.

Article 16 Contracting Out

- 16:01** The Employer will give all reasonable consideration to continued employment of employees who would otherwise become redundant because work is contracted out.
- 16:02** Where work is to be contracted out which would result in the redundancy of employees in the bargaining unit, then the following procedure shall apply:
- (a) The Employer will provide the Union with one hundred and twenty (120) days' notice; and
 - (b) During the notice period the parties shall meet to facilitate potential retraining and/or re-deployment opportunities.
- 16:03** (a) It will not be considered contracting out should the Employer:
- (i) Merge or amalgamate with another health care facility, health care related facility or another public sector/non-profit health care service provider, or
 - (ii) Transfer or combine any of its operations or functions with another health care facility, or health care related facility or another public sector/non-profit health care service provider, or

- (iii) Take over any of the operations or functions of another health care facility or another public sector/non-profit health care service provider, or
 - (iv) Centralize or consolidate with another public sector/non-profit health care service provider.
- (b) In the event any of the foregoing is going to occur, the Union shall be notified not less than one hundred and twenty (120) days prior to any such action. The Employer and the Union shall establish a joint committee to facilitate an orderly transfer of affected employees.
- (c) Where the successorship provisions of the Manitoba Labour Relations Act have been determined to apply by the Manitoba Labour Board, the provisions of this Collective Agreement shall continue to be in effect for the affected employees unless otherwise modified by the Manitoba Labour Board. The Employer and the Union will work cooperatively with the successor Employer to negotiate a Transition Agreement respecting the administration and interpretation of the Collective Agreement applicable during the period of time required to negotiate a new Collective Agreement.

Article 17 Technological Change

- 17:01** The Employer and the Union recognize that technological change can offer significant improvements in the quality and quantity of health care services provided to the public.
- 17:02** For purposes of this Article, technological change means the introduction of equipment or material into WRHA operations which is likely to affect the security of employment of permanent employees.
- 17:03** The Employer agrees that it will endeavour to introduce technological change in a manner which, as much as is practicable, will minimize the disruptive effects on services to the public and employees.

- 17:04** Where the Employer intends to introduce technological change, the following procedure will be followed:
- (a) The Employer will provide the Union with one hundred and twenty (120) days' notice prior to the date the change is to be effective;
 - (b) During this period, the parties will meet to discuss the steps to be taken to assist the employees who could be affected;
 - (c) Where retraining is to be provided, it shall be provided during the employees' normal working hours where possible;
 - (d) At the request of either party, an on-site technological change implementation committee shall be established at the work location(s) affected. The Committee will consist of two (2) worker representatives and two (2) management representatives. The role of the Committee will be to facilitate the implementation of the technological change in a manner consistent with this Article.
- 17:05** The provisions of this Article are intended to assist employees affected by technological change and Sections 83, 84 and 85 of The Labour Relations Act do not apply during the term of this Agreement.

Article 18 Change of Work Location

- 18:01** The Employer shall provide **thirty (30) calendar** days' notice to an employee when the Employer initiates a permanent transfer of the employee from one office site to another.

Article 19 Layoff

- 19:01** Where by reason of a shortage of work or funds, or the abolition of a position or material changes in duties or organization, the Employer determines that a layoff(s) is necessary, the Employer shall determine the classification(s) from which the layoff(s) are to take place.

19:02 In the event of a layoff, employees other than probationary and term employees, shall receive four (4) weeks' notice or pay in lieu of such notice.

19:03 An employee who is laid off shall:

- (a) Be entitled to exercise her seniority to bump into any classification within the scope of this Agreement with the same or lower salary range, provided she possesses the qualifications and ability sufficient to perform the required work; or
- (b) Accept layoff.

Any employee displaced under Subsection (a) shall have the same rights.

19:04 Notice of layoff shall be given by personal service or by registered mail to the employee and a copy of the notice will be provided to the Union.

19:05 An employee who is on layoff shall not be entitled to notice of layoff when she returns to work on an incidental basis.

19:06 No new employee shall be hired to fill vacancies when employees who are in layoff status are qualified, able and available to fill the vacancy except in an emergency.

19:07 Employees on layoff are to be recalled in order of seniority within their classification. Such recall shall be made by registered mail, and shall provide a minimum of **fourteen (14)** days' notice to report back to work. The employee is required to contact the Employer within one (1) week of such notice, confirming her intention to return to work as scheduled. The employee shall return to work within fourteen (14) days of receipt of the notification. An employee who declines to return to a position comparable to that held prior to layoff, without reasonable cause, shall be considered terminated.

19:08 An employee recalled to work in a different classification from which she was laid off shall have the right to return to the position she held prior to the layoff should it become vacant within one (1) year of being called back and such vacancy shall not be subject to the job posting procedure.

- 19:09** To be eligible for recall, prior to the employee's last shift worked, the employee must provide the Employer with her current address, and further, must inform the Employer of any address changes.
- 19:10** An employee who exercises her seniority rights shall be entitled to a four (4) week familiarization period. In the event that the employee cannot function effectively in the position at the conclusion of the familiarization period, she shall be placed directly onto layoff status and the person originally displaced from the position shall, if not yet recalled, be returned to the position.
- 19:11** The right of an employee who has been laid off to be rehired under this Agreement will be forfeited in the following circumstances:
- (a) If the employee did not communicate with the Employer as specified, and
 - (b) If the employee did not report to work when instructed to do so and fails to provide a written explanation satisfactory to the Employer,
 - (c) A twenty-four (24) month period has elapsed since the initial date of layoff.
- 19:12** Laid off employees shall be entitled to apply for job vacancies other than those to which they have recall rights.
- 19:13** Accumulated vacation entitlement shall be paid out at time of layoff, unless the parties agree otherwise.
- 19:14** Employees who are absent from work due to a leave of absence for any reason shall be advised of layoff in accordance with this Agreement and shall be required to comply with all provisions of this Agreement except that they shall not be expected to return to work prior to the expiry of their leave of absence.
- 19:15** Where an employee alleges that the employee's layoff has not been in accordance with this Agreement, the grievance procedure set forth in this

agreement shall apply except that the grievance shall be initiated at the second step of the procedure.

- 19:16** For purposes of this Article, “qualifications” refers to education, knowledge, training, skills and experience. “Ability” refers to mental and physical capability. The Employer, in making a decision with respect to determining which employees are to be retained and which employees are to be laid off, shall determine qualifications, and the ability of employees to perform the duties which the remaining employees will be required to perform, in a fair, reasonable, and non-discriminatory manner. The onus of proof rests with the Employer in any dispute over the application of qualifications and ability to perform the duties, which the remaining employees will be required to perform.

Article 20 Severance Pay

This Article is applicable to persons employed by the WRHA on or before June 6, 2001.

- 20:01** Employees with nine (9) or more years of continuous service who retires shall be paid severance pay in the amount of one (1) week’s pay for each complete year of accumulated service or portion thereof, but the total amount of severance pay shall not exceed fifteen (15) weeks’ pay. Example: ten (10) years, eight (8) complete months of continuous service equals ten and eight-twelfths (10 8/12) weeks of severance pay.
- 20:02** Where an employee in the employee’s ninth (9th) year of continuous service fails to complete nine (9) years’ service as a result of retirement the employee shall be paid severance pay on the basis of nine (9) weeks’ pay multiplied by the factor of the number of complete months service completed in the employee’s ninth (9th) year divided by twelve (12) months.
- 20:03** In addition to the severance pay set out in Section :01, employees who retire will also be eligible for the following severance pay:

- (a) For employees with twenty (20) or more years of accumulated service, an additional two (2) weeks' pay;
- (b) For employees with twenty-five (25) or more years of accumulated service, two (2) weeks' pay in addition to the amount in Subsection (a);
- (c) For employees with thirty (30) or more years of accumulated service, two (2) week's pay in addition to the amount in Subsections (a) and (b);
- (d) For employees with thirty-five (35) or more years of accumulated service, two (2) weeks' pay in addition to the amounts in Subsections (a), (b) and (c).

20:04 In the case of employees with nine (9) or more years of continuous service whose services are terminated as a result of death, the employee's estate shall be paid severance pay in the amount of one (1) week's pay for each complete year of continuous employment or portion thereof, but the total amount of severance pay shall not exceed fifteen (15) weeks' pay.

20:05 Where an employee in the employee's ninth (9th) year of continuous service fails to complete nine (9) years' service as a result of death, the employee's estate shall be paid severance pay on the basis of nine (9) weeks' pay multiplied by the factor of the number of complete months service completed in the employee's ninth (9th) year divided by twelve (12) months.

20:06 Employees with one (1) or more years of continuous service whose services are terminated as a result of permanent layoff, shall be paid severance pay in the amount of one (1) week's pay for each complete year of continuous employment or portion thereof, but the total amount of severance pay shall not exceed twenty-six (26) weeks' pay.

20:07 Where an employee in the employee's first (1st) year of accumulated service fails to complete one (1) year's accumulated service as a result of permanent layoff, the employee shall be paid severance pay on the basis of one (1) week's pay multiplied by the factor of the number of complete months

service completed in the employee's first (1st) year divided by twelve (12) months.

- 20:08** An employee who is eligible to receive severance pay in accordance with this Article may elect to receive the severance pay in two equal payments provided both payments occur within the same fiscal year as the effective date of the retirement or permanent layoff. In the case of severance payable on permanent layoff upon receiving notice of layoff and waives the right to be recalled.
- 20:09** The rate of pay referred to in this Article shall be determined on the basis of the last regular bi-weekly rate of pay, excluding allowances, which was in effect for the employee at the time of retirement, permanent layoff, or death.
- 20:10** In the case of employees eligible for severance pay who are on standby or temporary layoff at the time of retirement, permanent layoff or death, the weekly hours shall be, the normal weekly hours of work in effect for the classification of the employees at the time of the retirement, permanent layoff or death.
- 20:11** Severance pay may be utilized to directly fund buy back of pension service in accordance with Canada Revenue Agency (CRA) limits and restrictions. Contributions for this purpose must also conform to the terms and conditions of the Civil Service Superannuation Plan.
- 20:12** An employee that terminates employment at any time due to permanent disability shall be granted severance pay payable in lump sum in accordance with the calculation methods prescribed in this Article.

Article 21 Pre-Retirement Bonus

This Article is applicable to persons hired by the WRHA after June 6, 2001.

- 21:01** A full-time employee who retires at or after age fifty-five (55) with ten (10) or more years of service, or at any time due to permanent disability, or when the sum of the employee's years of age and length of continuous employment

total eighty (80) or more, shall be granted four (4) days of paid pre-retirement leave per year of service or portion thereof.

21:02 Payment of Pre-Retirement Leave

- (a) Payment shall, at the option of the employee, be made in a lump sum or as a continuation of salary until the scheduled retirement date is reached.
- (b) Where the employee chooses to take a lump sum payment, the last day worked shall be considered the retirement day and benefits shall cease on that day.
- (c) Where the employee chooses to take pre-retirement leave as a continuation of salary until the scheduled retirement date, all benefits shall continue until that date.
- (d) Employees who have worked on a part-time basis during their employment with the Employer shall receive a pro-rated portion of pre-retirement leave based on their actual hours worked as compared to those of a full-time employee.
- (e) Calculation of pre-retirement leave shall begin from the date of the employee's last commencing employment with the Employer and shall be based on the employee's total length of continuous employment as at the date of retirement.

Article 22 Holidays

22:01 The following holidays shall be observed by the WRHA:

New Year's Day (January 1)	Civic Holiday
Louis Riel Day	Labour Day
Good Friday	Thanksgiving Day
Easter Monday	Remembrance Day (November 11)
Victoria Day	Christmas Day (December 25)
Canada Day (July 1)	Boxing Day (December 26)

Any other holiday proclaimed by Federal or Provincial Statute.

For calculation purposes holidays shall be observed as indicated below:

- (a) For all shift employees, where any of the holidays fall on a Saturday or a Sunday they shall be observed on that day. For purposes of this Article, a shift employee is one whose regular workweek is not Monday to Friday inclusive.
 - (b) For all non-shift employees, where any of the holidays fall on a Saturday or Sunday, the holiday shall be observed on the following Monday. Where holidays fall on both Saturday and Sunday, the holidays shall be observed on the following Monday and Tuesday.
- 22:02** (a) Wherever practicable the Employer shall not require an employee to work past one o'clock in the afternoon (1:00 p.m.) on December 24th when that day falls on Monday through Friday. This day shall be considered a full workday for purposes of calculation.
- (b) Where the Employer requires an employee to work a regular workday on December 24th falling on Monday through Friday, the employee shall receive one-half ($\frac{1}{2}$) day of compensatory leave with pay up to a maximum of four (4) hours.
- 22:03** An employee is entitled to the employee's regular pay for a holiday on which the employee does not work provided the employee:
- (a) Did not fail to report for work after having been scheduled to work on the day of the holiday;
 - (b) Has not absented himself or herself from work without the consent of the Employer on the regular working day immediately preceding or following the holiday unless the absence is by reason of established illness **as determined by providing medical documentation.**
- 22:04** Notwithstanding Subsection :03 (b) an employee who is on an approved leave of absence without pay at the time of the holiday shall be entitled to receive the employee's regular pay for the holiday provided that the employee

received pay for part or all of each day of at least fifteen (15) days during the thirty (30) calendar days immediately preceding the holiday.

- 22:05** If an employee who is not entitled to pay for a holiday that falls on a regular working day for reasons as outlined in Section :03 does work on the holiday, the employee shall be paid wages equivalent to one and one-half times ($1\frac{1}{2}x$) the employee's regular rate for the time worked on that day.
- 22:06** (a) An employee who is entitled to pay for a holiday and who works on a holiday when it is the employee's regularly scheduled working day shall, in addition to the holiday pay, be compensated at the rate of time and one-half ($1\frac{1}{2}x$) for all regular hours worked on the holiday, in the form of pay or compensatory leave. Any overtime hours worked on the holiday shall be compensated on the same basis as set out in Article 49:02 (d).

Note:

Hours worked on a day recognized in lieu of a holiday are not eligible for holiday rates of pay.

- (b) Subject to Subsection :07 (c), the accumulated compensatory leave referred to in Subsection :07 (a) above, shall be taken in the fiscal year in which it is earned.
- (c) The Employer may allow accumulated compensatory leave in lieu of statutory holidays to be carried forward to the next vacation year.
- (d) In the event that an employee is terminated, the accumulated compensatory leave in lieu of statutory holidays shall be paid out at the final rate in effect for the employee.
- 22:07** An employee who leaves the WRHA, shall receive pay in lieu of the compensatory leave that has not been granted.

- 22:08** Where a holiday falls within the vacation period of an employee, one (1) additional working day shall be added to the employee's vacation entitlement in lieu of the statutory holiday.

Article 23 Vacation

- 23:01** For purposes of this Agreement, a vacation year is the period beginning on April 1 and ending on March 31st of the next year.
- 23:02** Employees shall earn vacation leave credits on the following basis:
- (a) Employees who have completed less than two (2) years service, one and one-quarter ($1\frac{1}{4}$) working days per complete month of service in each vacation year to be taken in the vacation year following the year in which the vacation is earned;
 - (b) Commencing from the beginning of the vacation year in which two (2) years of service will be completed, one and two-thirds ($1\frac{2}{3}$) working days per complete month of service in each vacation year to be taken in the year in which three (3) years of service are completed and yearly thereafter;
 - (c) Commencing from the beginning of the vacation year in which nine (9) years of service will be completed, two and one-twelfth ($2\frac{1}{12}$) working days per complete month of service in each vacation year to be taken in the year in which ten (10) years of service are completed and yearly thereafter;
 - (d) Commencing from the beginning of the vacation year in which nineteen (19) years of service will be completed, two and one-half ($2\frac{1}{2}$) working days per complete month of service in each vacation year to be taken in the year in which twenty (20) years of service are completed and yearly thereafter;
- 23:03** An employee shall accumulate vacation credits from date of employment.

- 23:04** The whole of the calendar year shall be available for vacations to be taken; however, vacation earned in any vacation year is to be taken the following vacation year, unless otherwise mutually agreed between the employee and the Employer.

With the approval of the Employer, vacation leave up to a maximum of five (5) working day may be granted in advance to an employee in the employee's first twelve (12) months of service.

- 23:05** Where the Employer has been unable to schedule part or all of an employee's vacation within the vacation year and as a result finds it necessary to restrict the whole or part of the vacation leave of an employee, the Employer may authorize payment in lieu of vacation. Such pay shall not be subject to deduction of pension fund contributions or life insurance contributions. An employee whose vacation leave has been restricted may, in lieu of receiving such pay, elect to carry over such vacation leave to the following year.

- 23:06** Subject to operational requirements vacation leave shall be rotated regardless of seniority of employment.

- 23:07** Where for any reason other than death, an employee leaves the service after having been granted more vacation leave than the employee has earned in accordance with this Agreement, the employee shall repay to the Employer all salary paid for such excess period of leave.

- 23:08** Where an employee dies, the employee's accumulated vacation credits shall be paid out to his/her estate.

- 23:09** Annual vacation will not be reduced as a result of a paid leave of absence, or unpaid leave of absence of four (4) weeks or less.

- 23:10** In recognition of length of service, each employee shall receive an additional five (5) days of vacation on completion of twenty (20) years of continuous service, and on each subsequent fifth (5th) anniversary of employment (i.e. 25th, 30th, 35th, 40th, etcetera). Such days shall be taken during the vacation year in which the 20th or subsequent 5th anniversary occurs.

Part-time employees shall be entitled to a pro rata portion of this benefit.

Article 24 Income Protection

- 24:01** An employee who is absent due to illness or injury which is not eligible for compensation by either the WCB subject to 25:01 (1) or by MPI as a result of a motor vehicle accident subject to 25:01 (2), shall be paid her regular basic salary to the extent that she has accumulated income protection credits. The Employer reserves the right to verify that a claim for income protection is not made with respect to any injury for which lost earnings are compensated by MPI.
- 24:02** Applicable to employees hired prior to June 8, 2001 income protection shall accumulate:
- (a) During the first four (4) years of service at the rate of one-half ($\frac{1}{2}$) working day per bi-weekly pay period;
 - (b) After the first four (4) years of service, at the rate of one (1) working day per bi-weekly pay period; and
 - (c) Income protection shall not accumulate to beyond two hundred and eight (208) working days.
- 24:03** Applicable to employees hired on or after June 8, 2001, all income protection shall accumulate at the rate of one and one quarter ($1\frac{1}{4}$) working days per full month of employment with no maximum accumulation.
- 24:04** Income protection with pay up to but not exceeding the net amount of entitlement will be paid to hourly paid employees based on the number of hours they normally would have been scheduled to work on the day they were absent on income protection.
- 24:05** An employee who has been absent on income protection with pay, upon returning to work, shall continue to accumulate income protection in accordance with Sections :02 or :03.

24:06 An employee shall accumulate income protection credits commencing from the first working day of employment.

24:07 Income protection shall not accumulate during periods when an employee is:

- (a) Absent on income protection and/or absent on Workers Compensation for a period of more than ten (10) consecutive working days; or
- (b) Absent without leave; or
- (c) Absent on leave of absence without pay.

Subsections :07 (b) and :07 (c) apply where the period of absence is greater than one (1) week.

24:08 An employee who is unable to report for work due to illness shall inform his/her Supervisor or designate prior to the commencement of his/her next scheduled shift(s) **unless prevented from doing so by circumstances beyond the employee's control.**

Prior to day shift **1 hours' notice**

Prior to evening shift **2 hours' notice**

Prior to Night shift **2 hours' notice**

24:09 The Employer, either at the time of notification by the employee of claiming income protection, during the leave or by advance notice prior to future income protection claims, may require a medical certificate or report acceptable to the Employer as proof of the validity of any claim for income protection and as proof of the employee's fitness to return to work. Failure to provide such a certificate when requested may disqualify an employee from receiving paid income protection or may result in a refusal of permission for her to resume her work duties. Any cost of obtaining such certificates or reports shall be the responsibility of the employee.

24:10 Notwithstanding 24:01, subject to operational requirements and upon **providing seven (7) days' notification to the Employer for pre-scheduled**

appointments, an employee shall be allowed time off with pay to attend appointments with a doctor, dentist, chiropractor, physiotherapist or other recognized therapist recommended by a physician. The time utilized for such appointments shall be deducted from accumulated income protection. **Any request provided with less than seven (7) days' notice shall not be unreasonably denied.** This section is applicable only when the employee is unable to schedule such appointments during non-working hours.

24:11 Where an employee becomes ill during the period of the employee's scheduled annual vacation, the Employer may grant income protection and credit the employee with alternate days' vacation equivalent to the number of days approved income protection providing the illness is over three (3) days and may require hospitalization. The employee will be responsible to provide proof of illness and/or hospitalization satisfactory to the Employer.

24:12 Family Leave

An employee may use up to seven (7) days of income protection in any one (1) calendar year for illness of a spouse, child or parent. Income protection that may be utilized for this purpose is limited to days earned in excess of nine (9) days during the employee's first year of employment and twelve (12) days in each year of employment thereafter.

Article 25 Workers Compensation and Manitoba Public Insurance (IRI)

25:01 WCB/MPI

(1) WCB

- (a) An employee who becomes injured or ill in the course of performing her duties must report such injury or illness as soon as possible to her immediate supervisor.
- (b) An employee **who sustains any** work-related injury or illness will inform the Employer immediately, in accordance with established procedures and a claim for WCB benefits will be initiated.

(2) MPI

Where an employee is unable to work because of injuries sustained in a motor vehicle accident, she will inform the Employer immediately, in accordance with established procedures, and she must submit a claim for benefits to Manitoba Public Insurance (MPI). The employee shall be entitled to receive full income protection benefits for any period of time deemed to be a “waiting period” by MPI.

(3) WCB/MPI Advance

Subject to (4), where an employee has applied for WCB/MPI benefits and where a loss of normal salary would result while awaiting the WCB/MPI decision, the employee may submit an application to the Employer requesting an advance subject to the following conditions:

- (a) Advance payment(s) shall not exceed the employee’s basic salary as defined in Schedule “A” (exclusive of overtime), less the employee’s usual income tax deductions, Canada Pension Plan (CPP) contributions, and Employment Insurance (EI) contributions.
- (b) The advance(s) will cover the period of time from the date of injury or illness until the date the final decision is rendered. In no case shall the total amount of the advance exceed the lesser of:
 - (i) The total net income protection which would otherwise be claimed by the employee in the one hundred and nineteen (119) calendar day elimination period, for former Civil Service employees - one hundred and twenty (120) calendar day elimination period, or
 - (ii) Seventy percent (70%) of the value of the employee’s accumulated income protection credits.
- (c) The employee shall reimburse the Employer by assigning sufficient WCB/MPI payments to be paid directly to the Employer to offset the total amount of the advance or by repayment to the Employer

immediately upon receipt of payment made by WCB/MPI directly to the employee.

- (d) In the event that WCB/MPI disallows the claim, including any appeal, the employee shall be paid for the absence in accordance with the income protection provisions of this Agreement and the Employer shall recover the total amount of the advance by payroll deduction.
- (e) Upon request, the Employer will provide a statement to the employee indicating the amount of advance payment made and repayment received by the Employer.

(4) WCB/MPI Supplement

- (a) Subject to (3), an employee who accumulated sufficient income protection credits may elect to submit an application to the Employer requesting that the Employer supplement the WCB/MPI payments.
- (b) The amount of such supplement will equal ten percent (10%) of the employee's regular net salary not earned due to the time loss. Regular net salary will be based on the employee's basic salary as defined in Schedule "A" of the Collective Agreement (exclusive of overtime), less the employee's usual income tax deduction, CPP contributions and EI contributions.
- (c) The Employer's supplement shall be charged to the employee's accumulated income protection credits and such supplement shall be paid until the employee's accumulated income protection credits are exhausted.
- (d) If at any time it is decided by WCB/MPI that any payment to be made to the employee by the Employer must be offset against benefits otherwise payable by WCB/MPI, then such payment shall not be payable.

- 25:02** Where an employee is absent due to injuries or disabilities for which compensation is paid under The Workers Compensation Act, vacation leave shall accumulate as if the employee were not absent, but the extent of such accumulation shall not continue beyond twelve (12) consecutive calendar months from the date the injury or disability occurred.
- 25:03** Where an employee is injured on the job and is required to leave for medical treatment and/or is sent home by management due to the injury, the employee shall incur no loss in regular pay and benefits for the day on which the accident occurs.
- 25:04** Transportation to the nearest physician or hospital for employees requiring immediate medical care as a result of an on-the-job accident shall be provided by or at the expense of the Employer if it is not covered by a medical plan.

Article 26 Bereavement Leave

- 26:01** An employee shall be entitled to bereavement leave of five (5) working days without loss of salary in the event of the death of a member of the employee's immediate family.

Immediate family is defined as father, mother, step-father, step-mother, mother-in-law, father-in-law, brother, sister, sister-in-law, brother-in-law, spouse, fiancé, live in partner, child or ward of the employee, grandparent, grandparent-in-law, grandchild or relative permanently residing in the employee's household or with whom the employee permanently resides.

Such days may be taken only in the period which extends from the date of death up to and including the day following interment, or five (5) working days following the death, whichever is the greater.

One (1) bereavement leave day may be retained at the employee's request for use in the case where actual interment or cremation is at a later date.

26:02 An employee who is entitled to bereavement leave under Sections :01 during vacation leave shall receive vacation credits equal to the number of days of bereavement leave granted.

26:03 Provided an employee has not received bereavement leave for the death in question, the employee shall be entitled to bereavement leave up to a maximum of one (1) day without loss of salary for attending a funeral as a pallbearer or mourner.

26:04 Where travel in excess of two hundred kilometres (200 km) is required, bereavement leave referenced in Article 26:01 shall be extended by up to two (2) additional working days.

26:05 Compassionate Care Leave

An employee shall receive compassionate care leave without pay to provide care or support to a seriously ill family member, subject to the following conditions:

- (a) An employee must have completed at least (30) days of employment as of the intended date of leave.
- (b) An employee who wishes to take a leave under this section must give the Employer notice of at least one (1) pay period, unless circumstances necessitate a shorter period.
- (c) An employee may take no more than two (2) periods of leave, totaling no more than eight (8) weeks, which must end no later than twenty-six (26) weeks after the day the first period of leave began. No period of leave may be less than one (1) week's duration.
- (d) For an employee to be eligible for leave, a physician who provides care to the family member must issue a certificate stating that:
 - (1) A family member of the employee has a serious medical condition with a significant risk of death within twenty-six (26) weeks from:
 - (i) The day the certificate is issued; or

(ii) If the leave was begun before the certificate was issued, the day the leave began; and

(2) The family member requires the care or support of one (1) or more family members.

The employee must give the Employer a copy of the physician's certificate as soon as possible.

(e) A family member for the purpose of this article shall be defined as:

- (i) A spouse or common-law partner of the employee;
- (ii) A child of the employee or a child of the employee's spouse or common-law partner;
- (iii) A parent of the employee or a parent of the employee's spouse or common-law partner;
- (iv) A brother, sister, step-brother, step-sister, uncle, aunt, nephew, niece, grandchild or grandparent of the employee or of the employee's spouse or common-law partner;
- (v) A current or former foster parent of the employee or of the employee's spouse or common-law partner;
- (vi) A current or former foster child, ward or guardian of the employee, or of the employee's spouse or common-law partner;
- (vii) The spouse or common-law partner of a person mentioned in any of the clauses (iii), (iv) (v) and (vi);
- (viii) Any other person whom the employee considers to be like a close relative, whether or not they are related by blood, adoption, marriage or common-law relationship.
- (ix) Or any other person described in the applicable regulations of the Employment Standards Code.

- (f) An employee may end their compassionate leave earlier than eight (8) weeks by giving the Employer at least forty-eight (48) hours' notice. Where an employee has been provided necessary time off under this section, and where the Employer has made arrangements for alternate staffing for covering the anticipated absence, the Employer shall have the right to cancel the relief shifts scheduled to cover the anticipated absence without additional cost.
- (g) Seniority shall accrue as per Article 46:02 (e).
- (h) Subject to the provisions of Article 27:01 the employee may apply to utilize income protection credits to cover part of the two (2) week Employment Insurance waiting period.
- (i) In the event that the death of a family member occurs during this period of leave, the employee shall be eligible for Bereavement Leave as outlined in Article 26:01.

Article 27 Special Leave

- 27:01** Leave for purposes other than death, such as serious personal loss due to fire, flood, or theft, may be granted at the Employer's discretion.

Article 28 Special Parenting Leave

- 28:01** An employee, excluding a birth mother, shall be granted one (1) day's leave with pay, to attend to needs directly related to the birth of his/her child. Such day shall be taken within seven (7) days of the birth of the child or such other day as may be mutually agreed.

Article 29 Maternity Leave

- 29:01** An employee who qualifies for maternity leave may apply for such leave in accordance with either Plan A or Plan B but not both.

PLAN A

29:02 In order to qualify for Plan A, a pregnant employee must:

- (a) Have completed seven (7) continuous months of employment for or with the WRHA;
- (b) Submit to the Employer an application in writing for leave under Plan A at least four (4) weeks before the day specified by her in the application as the day on which she intends to commence such leave; and
- (c) Provide the Employer with a certificate of a duly qualified medical practitioner certifying that she is pregnant and specifying the estimated date of her delivery.

29:03 An employee who qualifies is entitled to and shall be granted maternity leave without pay consisting of:

- (a) A period not exceeding seventeen (17) weeks if delivery occurs on or before the date of delivery specified in the certificate mentioned in Section :02 (c); or
- (b) A period of seventeen (17) weeks plus an additional period equal to the period between the date of delivery specified in the certificate mentioned in Section :02 (c) and the actual date of delivery, if delivery occurs after the date mentioned in that certificate.
- (c) The WRHA may vary the length of maternity leave upon proper certification by the attending physician.

29:04 An employee who has been granted maternity leave shall be permitted to apply up to a maximum of ten (10) days of her accumulated income protection against the Employment Insurance waiting period. Should the employee not return to work following her maternity leave for a period of employment sufficient to allow for re-accumulation of the number of sick days granted, the employee shall compensate the employer for the balance of the outstanding days at the time of termination. Approved income protection with pay granted during the period of return shall be counted as days worked.

PLAN B

29:05 In order to qualify for Plan B a pregnant employee must:

- (a) Have completed seven (7) continuous months of employment for or with the WRHA;
- (b) Submit to the Employer an application in writing, for leave under Plan B at least four (4) weeks before the day specified by her in the application as the day on which she intends to commence such leave;
- (c) Provide the Employer with a certificate of a duly qualified medical practitioner certifying that she is pregnant and specifying the estimated date of her delivery;
- (d) Provide the Employer with proof that she has applied for Employment Insurance benefits and that Human Resources Development Canada (HRDC) has agreed that the employee has qualified for and is entitled to such Employment Insurance benefits pursuant to Section 22, Employment Insurance Act.

29:06 An applicant for maternity leave under Plan B must sign an agreement with the Employer providing that:

- (a) She will return to work and remain in the employ of the WRHA on a full-time basis for at least six (6) months, or on a part-time basis for a period of twelve (12) months following her return to work; and
- (b) If she does not take parental leave as provided in Article 31 - Parental Leave, she will return to work on the date of the expiry of her maternity leave; and
- (c) If she does take parental leave as provided in Article 31 - Parental Leave, she will return to work on the date of the expiry of her parental leave; and

- (d) Should she fail to return to work as provided above, she is indebted to the WRHA for the full amount of pay received from the WRHA as a maternity allowance during her entire period of maternity leave.

29:07 An employee who qualifies is entitled to a maternity leave consisting of:

- (a) A period not exceeding seventeen (17) weeks if delivery occurs on or before the date of delivery specified in the certificate mentioned in Subsection :05 (c); or
- (b) A period of seventeen (17) weeks plus an additional period equal to the period between the date of delivery specified in the certificate mentioned in Subsection :05 (c) and the actual date of delivery, if delivery occurs after the date mentioned in that certificate.
- (c) The WRHA may vary the length of maternity leave upon proper certification by the attending physician.

29:08 During the period of maternity leave, an employee who qualifies is entitled to a maternity leave allowance in accordance with the Supplementary Unemployment Benefit (SUB) plan as follows:

- (a) For the first two (2) weeks an employee shall receive ninety-three percent (93%) of her weekly rate of pay;
- (b) For up to a maximum of fifteen (15) additional weeks, payments equivalent to the difference between the Employment Insurance benefits the employee is eligible to receive and ninety-three percent (93%) of her weekly rate of pay;
- (c) All other time as may be provided under Section :08 shall be on a leave without pay basis.

29:09 Plan B does not apply to term employees or employees who normally are subject to seasonal layoff.

- 29:10** During the period of maternity leave, benefits will not accrue. However, the period of maternity leave will count as service towards eligibility for long service vacation and long service income protection entitlement.
- 29:11** Where an employee's anniversary date falls during the period of maternity leave under Plan A or B, the employee shall be eligible to receive a merit increase effective the date upon which she returns to her position of employment.
- 29:12** Sections 55 through 57 inclusive of The Employment Standards Code respecting maternity leave shall apply "mutatis mutandis".

Article 30 Adoptive Parent Leave

- 30:01** An employee shall be granted one (1) day's leave with pay to attend to needs directly related to the adoption of the child. At the employee's option such leave shall be granted on the day of or the day following the adoption or such other day as may be mutually agreed.

Article 31 Parental Leave

- 31:01** In order to qualify for parental leave, an employee must:
- (a) Be the natural mother of a child; or
 - (b) Be the natural father of a child or he must assume actual care and custody of his newborn child; or
 - (c) Adopt a child under the law of a province.
- 31:02** An employee who qualifies under Section :01 must:
- (a) Have completed seven (7) continuous months of employment and
 - (b) Submit to the Employer an application in writing for parental leave at least four (4) weeks before the day specified in the application as the day on which the employee intends to commence the leave.

- 31:03** An employee who qualifies in accordance with Sections :01 and :02 is entitled to parental leave without pay for a continuous period of up to thirty-seven (37) weeks.
- 31:04** Subject to Section :05, parental leave must commence no later than the first anniversary date of the birth or adoption of the child or the date on which the child comes into the actual care and custody of the employee.
- 31:05** Where an employee takes parental leave in addition to maternity leave, the employee must commence the parental leave immediately on expiry of the maternity leave without a return to work unless otherwise approved by the Employer.

Article 32 Bridging of Service

- 32:01** A regular employee who resigns as a result of the employee's decision to raise a dependent child or children and at the time of resignation notifies the employer of a potential to return to work, who is subsequently re-employed, with the Employer shall be credited with the length of service accumulated up to the time of resignation for the purposes of income protection and long service vacation entitlement benefits as defined in this Agreement and based on service seniority. The following conditions shall apply:
- (a) The employee must have accumulated at least four (4) years of continuous service at the time of resigning;
 - (b) The resignation itself must indicate the reason for resigning;
 - (c) The break in service shall be for no longer than six (6) years, and during that time the employee must not have been engaged in remunerative employment for more than three (3) months;
 - (d) The previous length of service shall not be reinstated until successful completion of the probationary period;
 - (e) Upon successful completion of the probationary period, the employee will be credited with the accumulated income protection credits at the

time of the resignation up to a maximum of twenty-six (26) days of credits.

Article 33 Loss of or Damage to Personal Effects

- 33:01** In recognition of the fact that during the performance of their duties, employees may have their clothing or other personal property damaged, the Employer agrees to make comparable compensation up to a maximum amount of five hundred (\$500) dollars, providing established Employer procedures and policies have been followed and proof of purchase of the replacement item is submitted. The employee shall be reimbursed at:
- (a) Replacement cost (up to the maximum amount of five hundred (\$500) dollars) provided that the item that is lost or damaged beyond repair has been purchased within six (6) months of the incident;
 - (b) If the item has been purchased within six (6) months to two (2) years of the incident, at eight-five percent (85%) of the maximum replacement cost;
 - (c) At seventy-five percent (75%) of the maximum replacement cost in all other cases.

In calculating replacement cost, proof of purchase must be submitted and Provincial Sales Tax (PST) and Goods and Services Tax (GST) are included.

- 33:02** No claims for compensation will be considered where an employee has or will receive adequate compensation from insurance or otherwise for the loss of theft or damage to the employee's tools, equipment or personal effects, or for luxury items.
- 33:03** Employees are responsible for any personal effects that are brought to their place of work and are not specifically required in the course of their employment; and no claim for compensation will be considered for loss or theft of or damage to such personal effects.

Article 34 Benefits

- 34:01** All Civil Service employees transitioned to the WRHA prior to April 1, 1999, will remain in the Government of Manitoba benefit plans consistent with those in place in the civil service at the time of the employee's transition to the WRHA. These benefit plans include the Dental Plan, Disability and Rehabilitation (D&R) Plan, Ambulance and Hospital Semi-Private Plan (AHSP), Group Extended Health Plan, Group Life Insurance Plan, Pension Plan, and the Vision Care Plan, and these employees will be "grand parented" to those plans for the duration of their employment. In addition, all Civil Service employees transitioned to the WRHA prior to April 1, 1999, will be provided a Health Spending Account as detailed in Appendix "B".
- 34:02** These benefit plans will be adjusted in accordance with the changes as set out in Appendix "B".
- 34:03** **Enrolment in the HEB Manitoba Group Pension Plan, Group Health, is a condition of employment for all employees other than those referenced in Article 34:01 provided the employee qualifies under the conditions of each plan.**

The details of each plan are as determined by the trustees of the above noted plans and identified in the respective plan texts and HEBP rules and regulations.

- 34:04 HEBP - Disability and Rehabilitation Plan**
- (a) The Employer shall continue to participate in the HEBP Jointly Trusteed Disability and Rehabilitation Plan.
 - (b) The Employer will contribute to a maximum of two point three percent (2.3%) of base salary to fund the HEBP Disability and Rehabilitation Plan.
 - (c) The parties agree that income protection credits and Workers Compensation benefits will be used where applicable, to offset the elimination period. Once the elimination period has been exhausted, and

subject to the approval of the employees' application for D&R benefits by HEB, the employee may commence drawing disability benefits. It is understood that the elimination period for the Disability and Rehabilitation Plan is one hundred and nineteen (119) calendar days. An employee may claim income protection benefits for the period of time not to exceed this elimination period and payment of accrued income protection within the elimination period represents the maximum, amount of income protection available to the employee regardless of the dispensation of the D&R application or the status of the D&R application on the 120th calendar day. An employee may not utilize income protection contiguous to the date of termination of D&R coverage.

- (d) Where an employee has been away from work due to illness for four consecutive weeks the employee must complete all required documentation and make application for coverage under the HEB D&R Plan. The Employer and the Union are willing to assist the employee with completion of the documentation/application should the employee request.
- (e) Subject to compliance with 34:04(d), in the event;
 - (i) An employee does not have sufficient accrued income protection to cover the 119 calendar day elimination period, or
 - (ii) The employee's D&R application has not been approved by the end of the elimination period, the Employer shall pay the D&R Premium, Health Plan Premium, and Dental Plan Premium in respect of any portion of the elimination period where the employee is not in receipt of paid income protection or in respect of the period of time between the end of the elimination period and the date of final disposition of the employee's D&R application.

- 34:05** Employees will pay the Employer's and employee's share of Group Health, Dental, Group Life and D&R when on any period of unpaid leave of absence.

Subject to the terms of the plan, where an employee is on any return to work program where all or a portion of the employees' wages are being paid by the Employer, the Employer will pay the Employer's share of premiums on the condition the employee is paying their share.

Article 35 Health and Safety

- 35:01** The Employer and the Union recognize that safety, accident prevention and the preservation of health are of primary importance in all operations and that these activities require the combined efforts of the WRHA, employees, and the Union.
- 35:02** The WRHA will **provide and maintain a workplace, necessary equipment, systems and tools that are safe and without risks to health, so far as is reasonably practicable.**
- 35:03** The Union will continue to make every effort to obtain the cooperation of each employee within the bargaining unit in the observation of all reasonable safety rules, practices and procedures.
- 35:04** Every employee shall take all reasonable precautions and follow all reasonable safety rules, practices and procedures in order to protect the employee's safety and health and the safety and health of any other persons who may be affected by the employee's acts or omissions at work.
- 35:05** The parties recognize the importance of establishing Workplace Health and Safety Committees to enhance the ability of employees and managers to resolve health and safety concerns. It is recognized that the initiative in requesting the establishment of a Workplace Health and Safety Committee may come from management and/or the employees in the workplace and/or the Union.

- 35:06** The parties agree to the establishment of Workplace Health and Safety Committees in workplaces where it is deemed necessary having regard for:
- (a) The number of employees in the workplace;
 - (b) The type of work performed in the workplace and the degree of hazard involved;
 - (c) The complexity of the workplace operations, and the size, location and nature of the workplace.
- 35:07** Where it is not deemed appropriate to establish a Workplace Health and Safety Committee in a workplace the parties may agree to the designation of a Workplace Health and Safety representative who may, in conjunction with a management representative, perform the duties of a committee.
- 35:08** Where it is deemed appropriate to establish a Workplace Health and Safety Committee in a workplace, the following shall apply:
- (a) The size of the committee shall be determined taking into account the factors listed in Section :06. The number of employee representatives **will be fairly and reasonably determined by the Union and Employer.** The number of management representatives may be less than or equal to the number of employee representatives on a committee.
 - (b) Each party shall elect or appoint its representatives to a committee freely and without interference. **Each party will be required to replace vacancies within thirty (30) days of any committee member termination or resignation.**
 - (c) **A committee member is to serve for a term of two (2) years and continues to hold office until reappointed or re-elected or until a successor is appointed or elected.**
 - (d) Committees shall have two (2) co-chairpersons, one (1) chosen by and from the management representatives and one (1) chosen by and from

the employee representatives. The co-chairpersons shall alternate the function of chairing the meetings of the committee and may participate fully in the deliberations and discussions of the committee.

- (e) Committees shall meet regularly at intervals to be determined by the committee but normally not less than once in each calendar quarter.
- (f) Except for the calling of special meetings, there shall be at least seventy-two (72) hours' prior notice of the calling of committee meetings.
- (g) Efforts should be made to schedule committee meetings, functions or duties during the employees' work time but if this is not possible meetings may be held during an employee's off duty hours. Employee representatives who are members of a Workplace Health and Safety Committee and who are scheduled to meet during off duty hours shall be compensated at straight time rates or at the employee's option be granted time off in lieu for time spent in such meetings, functions or duties.
- (h) The quorum for meetings shall consist of one-half ($\frac{1}{2}$) of the management members and one-half ($\frac{1}{2}$) of the employee members.
- (i) Each work place shall provide a prominent place where information relating to health and safety subjects may be posted. Information posted shall include:
 - (i) The names of all committee members and their terms of office;
 - (ii) The scheduled meeting dates of the committee;
 - (iii) The agenda for each meeting;
 - (iv) The minutes of the previous meeting;
 - (v) Informational and educational materials which have specific relevance to the safety and health of employees in that workplace.

- (j) Minutes of all committee meetings are required. Minutes shall consist of matters relating to the receipt and disposition of safety and health concerns. The minutes shall be signed by both chairpersons. Where there is disagreement as to the accuracy or content, either party may so note the disagreement and place their comments on the minutes prior to signing. When the minutes are signed by both co-chairpersons, the management co-chairperson shall retain the original for the records of the committee, forward a copy to the Workplace Safety and Health Branch, post a copy as provided in Subsection (i) above and forward a copy to members of the committee.
- (k) Any material addressed to the committee shall be distributed as soon as practicable by the person receiving same to the other committee members.

35:09 The objectives of Workplace Health and Safety Committees include:

- (a) Assisting employees to identify, record, examine, evaluate and resolve health and safety concerns in the workplace;
- (b) Developing practical procedures and conditions to help achieve health and safety in the workplace;
- (c) Promoting education and training programs to develop detailed knowledge of health and safety concerns and responsibilities in each individual workplace.

35:10 Where a supervisor knows that any condition exists at a workplace that is unusually dangerous to the safety or health of an employee, the supervisor shall not require or permit an employee to engage in, carry on or continue to work in that workplace under that condition.

35:11 (a) Where an employee has reason to believe, and does believe, that a condition exists that is dangerous to the employee's safety or health in the performance of the employee's work, the employee shall report that condition to the employee's supervisor.

- (b) The supervisor upon being notified under (a) above shall inspect the condition with the employee and discuss the employee's reasons for believing the condition to be dangerous. Where there is a health and safety committee at the workplace, the co-chairpersons may be asked to participate.
- (c) If the employee is unsatisfied with the supervisor's decision or if the supervisor refuses to inspect the condition, the employee shall contact, in writing or by telephone, the Workplace Safety and Health Branch without delay.
- (d) If the employee refuses to work because of the employee's belief that the condition is dangerous, the employee must be available to perform other work assigned.

35:12 Where an employee has refused to perform work in accordance with Section :12, no other employee shall be assigned the particular work unless such employee is notified of the refusal and the reasons for the refusal, if known.

35:13 Nothing in this Article prevents the doing of any work or thing that may be necessary in order to remedy the dangerous condition described in Sections :11 and :12.

35:14 Disciplinary action shall not be taken against an employee solely for the reason that the employee:

- (a) Made a report under Section :12; and
- (b) Refused to work or continue to work under the conditions described under Section :12 provided a safety and health officer has reported in writing that the employee had reasonable and probable grounds for believing that those conditions were dangerous to the employee's safety or health.

35:15 Where an employee wilfully takes unfair advantage of the provisions described in Section :12, the employee may be subject to disciplinary action up to and including suspension or dismissal.

Article 36 Union Business

36:01 Leave of absence to attend to Union business may be granted to employees under the following conditions:

- (a) Requests for leave shall be made in writing by the Union by providing the employee with a letter of request. The employee shall submit the letter to the employee's immediate supervisor. The Union will also provide a copy of the written request to the Director of Human Resources.
- (b) Requests for leave shall be made with reasonable advance notice but not less than **ten (10) calendar** days and shall be granted only where operational requirements permit. Where special or unusual circumstances prevent compliance with the **ten (10) calendar** days' notice, the request shall be considered and shall not be unreasonably denied.
- (c) Where such leave of absence has been granted the Union shall reimburse the WRHA for salary and benefits. **Upon request, the benefit costs will be broken down and itemized for the Union.**

36:02 For time spent with WRHA representatives during negotiations of the Agreement, the Union will be allowed to have no more than three (3) employees present at each bargaining session on a time-off with pay basis.

36:03 Prior to the commencement of negotiations, the Union shall supply the WRHA with a list of employee representatives. Dependent upon operational requirements, requested leave for such employees shall not be unreasonably denied.

36:04 Subject to the mutual agreement of the parties, the total number of employees referred to in Section :02 above may be changed provided any additional employees are on leave without pay or on wage recovery as per Subsection :01 (c).

- 36:05** Union staff members shall not visit employees at their place of work unless prior approval has been obtained from the employee's supervisor.
- 36:06** The WRHA agrees to allow the Union use of space on existing bulletin boards for the purpose of posting official Union information relating to business affairs, meetings, and social events provided the information does not contain anything that is adverse to the interests of the employer. The Employer or designate shall have the right to refuse to post or remove the posting of any information.
- 36:07** Where a new employee(s) is hired, the Union may request up to fifteen (15) minutes for an individual and up to thirty (30) minutes for a group orientation, during normal working hours, for the purpose of acquainting the new employee(s) with the Union.

Article 37 Rights of Stewards

- 37:01** "Steward" means an employee elected or appointed by the Union who is authorized to represent the Union, an employee or both.
- 37:02** The WRHA recognizes the Union's right to select stewards to represent employees.
- 37:03** The Union shall determine the number of stewards and the jurisdiction of each steward having regard to the plan of organization, the distribution of employees at the workplace, and the administrative structure implied by the grievance procedure.
- 37:04** The Union agrees to provide the **Director of Human Resources** with a list of stewards and any subsequent changes for each work location. The Union shall provide appropriate identification for stewards.
- 37:05** Stewards and employees shall not conduct Union business during their working time.

- 37:06** The duties of the stewards shall be to investigate complaints of an urgent nature and to investigate and present grievances in accordance with the grievance procedure.
- 37:07** For complaints of an urgent nature, a steward shall first obtain the permission of the steward's immediate supervisor before leaving work to investigate such complaint with the employee and supervisor or WRHA. Such permission shall not be unreasonably sought or withheld. On resuming the steward's normal duties, the steward shall notify the steward's supervisor.
- 37:08** When it is necessary for a steward to investigate a complaint or grievance during working hours, no deduction in salary shall be made from the steward or employee concerned, provided that each has obtained approval from their supervisor(s) for the time required to deal with the complaint or grievance. On resuming their duties, the steward and employee shall notify their supervisor(s).

Article 38 Union Security

- 38:01** During the term of this Agreement, employees covered by this Agreement, whether members of the Union or not, shall pay to the Union, by payroll deduction, an amount equal to the bi-weekly membership dues determined by the Union. For new employees, the payroll deduction of the amount as set out above shall become effective on the first day of the bi-weekly pay period, following the date the employee is covered under the terms of this Agreement.
- 38:02** The WRHA shall forward to the Union the amount of the dues deducted under Section :01 above on a bi-weekly basis per each applicable bi-weekly pay period system.
- 38:03** (a) The Employer shall provide the Union, on a bi-weekly basis per each applicable bi-weekly pay period system, the name, bargaining unit, classification, work location, home address and rate of pay of the employees from whose wages dues have been deducted showing

opposite each employee's name, the amount of dues deducted for that employee.

- (b) The personal information as identified in :03 (a) above may only be used by the Union for the purpose of communicating with the members. The Union acknowledges that it shall have in place reasonable administrative and physical safeguards to ensure the confidentiality and security of personal information. The Union further agrees that when disposing of or storing this information it shall take care that this information is transported, stored or destroyed in a secure manner.

38:04 The Union agrees to indemnify and save the WRHA harmless against any claim or liability arising out of the application of this Article except for any claim or liability arising out of an error committed by the WRHA.

38:05 Notwithstanding any other provision in this Agreement, the WRHA shall not later than ninety (90) days preceding the expiry date of this Agreement, furnish in written form to the Union the following:

- (a) The name of each employee;
- (b) The classification of each employee;
- (c) The current rate of pay of each employee.

Article 39 Labour Management Committee

39:01 The Employer and the Union agree to maintain a Labour Management Committee with equal representation from both parties to a maximum of three (3) representatives each. This Committee shall meet at the request of either party, for the purpose of discussing matters of concern to either party. The parties shall co-chair this Committee and shall chair alternate meetings.

39:02 This Committee shall be advisory in nature and shall not substitute for staff meetings or normal lines of communication in effect in the Authority.

- 39:03** Employees appointed by, and acting on behalf of the Union, shall receive basic pay or the equivalent time off to attend meetings.
- 39:04** The Committee shall meet as and when required at a mutually agreeable time within ten (10) calendar days of written notice being given by either party. An agenda will be prepared by the calling party with input for the other party and shall be distributed four (4) calendar days prior to the meeting taking place.
- 39:05** The Committee shall not have jurisdiction over wages, or any matter of collective bargaining, including the administration of this Collective Agreement. The Committee shall not supersede the activities of any committee of the Union or of the Employer and does not have the power to bind either the Union or its members or the Employer to any decision or conclusions reached in their discussions. The Committee may make recommendations to the Union and the Employer with respect to its discussions and conclusions.

Article 40 Grievance Procedure

- 40:01** The parties to this Agreement recognize the desirability for prompt resolution of grievances through an orderly process without stoppage of work or refusal to perform work.
- 40:02** A grievance is defined as a complaint in writing concerning:
- (a) The application, interpretation, or alleged violation of an Article of this Agreement or a signed Memorandum of Understanding or a signed Memorandum of Agreement between the parties;
 - (b) The discipline of an employee. The above categories of grievances can be processed up to and including Step 3 of the grievance procedure.
- 40:03** Notwithstanding Section :02, an employee may complain or grieve on any unsatisfactory working condition up to and including Step 2 of the grievance procedure. The decision at Step 2 shall be final for such grievances.

- 40:04** (a) Where a grievance has been initiated and the nature of the grievance is such that it has or potentially could have widespread application affecting a number of employees; and where as a result the Union deems it impractical that each affected employee grieve separately, the Union shall have the right to present a group grievance. A group grievance shall be presented directly to the Director of Human Resources within twenty (20) working days following the date upon which the employee(s) were notified orally or in writing, or on which the employee(s) first became aware of the action giving rise to the grievance.
- (b) Where either party to this Agreement disputes the general application, interpretation or alleged violation of an Article of this Agreement or a signed Memorandum of Understanding or a signed Memorandum of Agreement between the parties, either party may initiate a policy grievance. where such a grievance is initiated by the Union it shall be presented to the Director of Human Resources. Where such a grievance is initiated by the WRHA it shall be presented to the President of the Manitoba Government and General Employees' Union. In all cases the grievance shall be presented within twenty (20) working days from the date of the action-giving rise to the grievance.
- (c) Where the parties fail to resolve a grievance under Subsection :04 (a) or :04 (b), either party may refer the grievance to arbitration. It is agreed and understood that grievances which have been submitted and dealt with as individual grievances may not subsequently be submitted as a policy grievance.
- (d) Notwithstanding Section :06, a grievance filed under Subsection :04 (b) shall not require the signature of an employee.
- 40:05** If an employee or the Union fails to initiate or process a grievance within the prescribed time limits, the grievance will be deemed to be abandoned and all rights of recourse to the grievance procedure for that particular grievance shall be at an end. If Management fails to reply to a grievance within the prescribed time limits, the employee or the Union may process the grievance

to the next step. Either party may request an extension of the time limits providing such extension is requested prior to the expiry of the time allowed. An extension, if requested, shall not be unreasonably withheld.

- 40:06** Wherever possible, the grievance shall be presented on the Official Grievance Form. A written description of the nature of the grievance and the redress requested shall be sufficiently clear and if the grievance relates to an Article of the Agreement, such Article shall be so stated in the grievance. The grievance shall be signed by the employee and may be clarified at any step providing its substance is not changed. Except for failure to meet the time limits, a grievance shall not be deemed to be invalid if it is not written on the Official Grievance Form or for failure to quote the Article in dispute.
- 40:07** It is mutually agreed that an effort shall be made to resolve complaints through discussion before a written grievance is initiated. The aggrieved employee shall have the right to have a representative present at such a discussion. When a grievance cannot be presented in person at any step, it may be transmitted by registered mail.
- 40:08** An employee has the right to representation by an Union representative at any step of the grievance procedure.

Step 1

- (a) Within twenty (20) working days after the date upon which the employee was notified orally or in writing, or on which the employee first became aware of the action or circumstances giving rise to the grievance, the employee shall present the grievance with the redress requested to the employee's Director.
- (b) The Director or designate shall sign for receipt of the grievance and if the nature of the grievance is such that the Director or designate is authorized to deal with it, the Director or designate shall issue a decision in writing to the employee and to the Union within fifteen (15) working days.

- (c) The Director or designate may discuss the grievance with the employee and the employee's representative before giving a decision on the grievance.
- (d) If the nature of the grievance is such that a decision cannot be given below a particular level of authority, the Director shall refer the grievance to the next step of the grievance procedure and so inform the employee and the Union. The time limits and the procedures of Step 2 shall apply from the date of referral.

Step 2

- (a) If the grievance is not resolved satisfactorily at Step 1, the employee shall submit the same grievance and the redress requested to his/her Vice President of Community Care within fifteen (15) working days of the receipt of the decision at Step 1.
- (b) The Vice President or designate shall sign for receipt of the grievance and issue a decision in writing to the employee and to the Union within fifteen (15) working days of receipt of the grievance.
- (c) The Vice President or designate may hold a hearing to discuss the grievance with the employee and the employee's representative before giving a decision on the grievance.

Step 3

A decision made at Step 2 may be submitted to arbitration in accordance with Article 41. The decision of the arbitrator(s) shall be final and binding for all such grievances. Union approval is required to submit any grievance to arbitration.

40:09 Grievances concerning demotion, suspension or dismissal shall be initiated at Step 2 of the grievance procedure within twenty (20) working days of the date that the employee became aware of the action.

- 40:10** An employee or the Union may withdraw a grievance at any step of the grievance/arbitration procedure by giving written notice to the Employer. An employee may abandon a grievance by not processing it within the prescribed time limits.

Article 41 Grievance Arbitration Procedure

- 41:01** Unresolved grievances or disputes concerning only those matters set forth below shall be submitted to arbitration in accordance with the procedure set forth in this Article:
- (a) Grievances concerning the application, interpretation or alleged violation of an Article of this Agreement;
 - (b) Grievances concerning the application, interpretation or alleged violation of a signed Memorandum of Understanding or a signed Memorandum of Agreement between the parties;
 - (c) Grievances concerning discipline of an employee.
- 41:02** The procedure for arbitrating grievances shall be the procedure as set forth below:
- (a) Where a difference arises between the parties hereto relating to a subject matter as outlined in Section :01, either of the parties may, within twenty (20) working days from the receipt of the decision at Step 2, notify the other party in writing of its desire to submit the difference or allegation to arbitration. Such notification, when initiated by the Union, shall be made directly to the Director of Human Resources, and shall set forth the issue in dispute for referral to the Arbitration Board.
 - (b) Where the party initiating the arbitration proceedings wishes to request arbitration by a single arbitrator, the notice referred to in Subsection :02(a) shall so state.

- (i) Where the party who receives the notice accepts the request for a single arbitrator the parties will attempt to reach agreement on the selection of a single arbitrator within ten (10) working days.
 - (ii) Where the party who receives the notice rejects the request for a single arbitrator or where the parties have failed to reach agreement on the selection of a single arbitrator within ten (10) working days, the party initiating the arbitration proceedings may submit the name of its appointee to the board in accordance with Subsection :02(c) within ten (10) working days.
 - (iii) Where the parties have agreed to a single arbitrator, the single arbitrator shall be considered to be an Arbitration Board for purposes of this Article.
- (c) Where the party initiating the arbitration proceedings wishes to request arbitration by a three (3) person board, the notice referred to in Subsection :03(a) shall contain the first party's appointee to the Arbitration Board. The following procedure will then apply:
- (i) The party who receives the notice shall within ten (10) working days of receiving the notice, name an appointee to the Arbitration Board and notify the other party in writing of such appointee.
 - (ii) The two (2) members of the Arbitration Board named by the parties shall, within ten (10) working days of the appointment of the second of them, appoint a third member of the Arbitration Board who shall be the Chairperson thereof.
 - (iii) If either party fails to appoint its member to the Board as provided above or where the two (2) appointees of the parties fail to agree on the appointment of a third member within the time specified, the Chief Justice for the Province of Manitoba, or in the Chief Justice's absence, the Chief Justice of the Court of Queen's Bench, upon the request of a party to the Agreement, shall nominate a member on behalf of the party failing to make an appointment or shall

nominate the third member and Chairperson, as the case may be, and where the case requires, may nominate both, and where such nomination has been made, the Minister of Labour shall appoint that person as member or Chairperson or both, as the case may be.

- (iv) The Chairperson and one (1) other member are a quorum; but, in the absence of a member, the other members shall not proceed unless the absent member has been given reasonable notice of sitting.
- (d) Where the matter is submitted to the Arbitration Board, the Arbitration Board shall commence hearings within ten (10) working days of the matter being submitted to the Board and shall hear evidence and argument submitted by or on behalf of the parties relevant to the matter submitted and shall make a decision thereon in the form of an award of the Arbitration Board.
- (e) The Arbitration Board shall hear and determine the difference or allegations and shall issue a decision, which decision shall be final and binding and enforceable upon the parties and upon any employee or employees affected by it.
- (f) The Arbitration Board may summon before it any witnesses and require them to give evidence on oath, orally or in writing, and to produce such documents and evidence as the Arbitration Board deems requisite to the full investigation and consideration of the matters referred to it.
- (g) The Arbitration Board shall submit a report on the findings and the decision of the Board within fourteen (14) days following the completion of the hearing to the parties.
- (h) Any of the time limits referred to above may be extended by mutual agreement of the parties hereto.
- (i) In the case of a three (3) person Arbitration Board the decision of the majority shall be the decision of the Arbitration Board. If there is no

majority, the decision of the Chairperson shall be the decision of the Board.

- (j) The Arbitration Board shall not have the power to add to, subtract from or modify or alter in any way the provisions of this Agreement or a signed Memorandum of Understanding or a signed Memorandum of Agreement between the parties.
- (k) The Arbitration Board shall expressly confine itself to the issue submitted to the Board, and shall have no authority to make a decision and/or recommendation on any other issue not so submitted to the Board.
- (l) Where the Arbitration Board determines that an employee has been dismissed or otherwise disciplined by the Employer for cause, and provided the collective agreement does not provide a specific remedy or penalty for the cause of the dismissal or disciplinary action, the Arbitration Board may substitute such other penalty or remedy in lieu of dismissal or the disciplinary action as the Board deems just and reasonable under the circumstances.
- (m) The expenses incurred by and in respect of an Arbitration Board shall be paid as follows:
 - (i) The parties to the arbitration shall each pay an equal portion of the remuneration and expenses of the chairperson of the Arbitration Board.
 - (ii) Each party to the arbitration shall pay the remuneration and expenses of the member of the Arbitration Board named or appointed by or on behalf of that party.
 - (iii) Each party to the arbitration shall pay the fees and expenses of witnesses called by that party to give evidence before the Arbitration Board.

- (iv) Each party to the arbitration shall pay the fees and expenses of any counsel appearing before the Arbitration Board on behalf of that party.
- (v) The parties to the arbitration shall each pay an equal portion of other costs and expenses incurred by the Arbitration Board in conducting the arbitration.

41:03 The parties hereto agree that an employee of the WRHA and a staff member of the Manitoba Government and General Employees' Union shall not be eligible for appointment as a member of the Arbitration Board or to act as a member of the Arbitration Board appointed pursuant to this Agreement.

Article 42 Harassment and Discrimination

42:01 The parties recognize that the problem of harassment and discrimination may exist. The parties agree that harassment and discrimination will not be tolerated in the workplace or in connection with the workplace. Situations involving allegations of harassment or discrimination shall be treated in strict confidence by both the Employer and the Union.

42:02 The parties agree that there shall be no discrimination, interference, restriction, coercion or harassment exercised or practiced with respect to any employee by reason of:

- Ancestry, including color and perceived race
- Ethnic background or origin
- Age
- Nationality or national origin
- Political belief, association or activity
- Religion or creed
- Sex, including pregnancy
- Marital status or family status
- Sexual orientation
- Gender identity

- **Physical or mental disability**
- **Place of residence**
- **Membership or non-membership or activity in the Union**

Except as may be allowed under the Manitoba Human Rights Code.

42:03 The Employer and the Union agree that no form of sexual harassment shall be condoned in the workplace and it is further agreed that both parties will work together in recognizing and dealing with such problems should they arise. Situations involving sexual harassment shall be treated in strict confidence by both the Employer and the Union.

42:04 The Employer and the Union agree that no form of harassment shall be condoned in the workplace and it is further agreed that both parties will work together to ensure that employees are aware of the Employer's Respectful Workplace Policy. The Union and the Employer will work together in recognizing and dealing with such problems, should they arise. Both the Employer and the Union shall treat situations involving harassment in strict confidence.

Article 43 Reclassification Procedure

43:01 An employee who is of the opinion that the employee's position is improperly classified may submit an "Employee Originated Request for Reclassification".

43:02 Step I

The employee will submit the request to his/her Director together with the following:

- (a) A current position description;
- (b) The job classification being requested and reasons why that classification is appropriate;

- (c) Any other information in support of the request. The Director has twenty (20) working days following receipt of the request to reply.

43:03 Step 2

Where the employee considers the Director's reply unsatisfactory or where no reply is received within the prescribed time limits, the employee may forward a copy of the request to the Director of Human Resources within ten (10) working days. The Director or designate will have twenty (20) working days following receipt of the request to reply.

- 43:04** Where no reply is received or where the employee considers the response unsatisfactory, the matter may, with the approval of the Union be referred to arbitration within twenty (20) working days upon expiry of the time limits prescribed or on receipt of the decision from the director or designate.

- 43:05** The time limits prescribed in this Article may be extended by mutual agreement of the employee and the party designated to respond.

Article 44 Civil Liability

- 44:01** (1) If an action or proceeding is brought against any employee covered by this Agreement for an alleged tort committed by the employee in the performance of the employee's duties, then:
- (a) The employee, upon being served with any legal process, or upon receipt of any action or proceeding as hereinbefore referred to, being commenced against the employee shall advise the WRHA of any such notification or legal process;
 - (b) The Employer shall pay any damages or costs awarded against any such employee in any such action or proceedings and all legal fees; and/or
 - (c) The Employer shall pay any sum required to be paid by such employee in connection with the settlement of any claim made against such employee if such settlement is approved by the

Employer before the same is finalized. Provided in every case the conduct of the employee which gave rise to the action did not constitute gross negligence of the employee's duty as an employee;

- (2) In accordance with Subsection (1) above, the Employer or Employer's Insurance Provider shall appoint counsel. The Employer accepts full responsibility for the conduct of the action and the employee agrees to co-operate fully with appointed counsel.

Article 45 Employee Files

- 45:01** Upon the written request of an employee, the personnel file of that employee shall be made available for the employee's full examination. Such examination shall be in the presence of a representative of the Human Resources department. The employee has the option to have a representative present.
- 45:02** An employee may request a copy of specific documents on the employee's personnel file. This provision shall not be unreasonably requested or denied.

Article 46 Seniority

- 46:01** Seniority shall be defined as the total accumulated regular hours paid from the last date the employee entered the bargaining unit. Seniority accumulated prior to the date of signing of this Agreement shall be retained.
- 46:02** Seniority shall continue to accrue during:
- (a) Any period of paid leave of absence or income protection;
 - (b) Any period of unpaid leave of absence due to injury or illness which may be compensable by Workers Compensation, Manitoba Public Insurance or Disability and Rehabilitation (D&R) for a period of up to two (2) years from the date of the first absence from work;
 - (c) Periods of maternity leave and/or parental leave;
 - (d) Approved educational leave to a maximum of two (2) years;

- (e) Unpaid leave of absence of four (4) weeks or less;
- (f) Any income protection without pay necessary to satisfy the elimination period of the Disability and Rehabilitation (D&R);
- (g) Service with another Employer, immediately prior to employment with the WRHA, as mutually agreed between the Union and the Employer;
- (h) Any period of time that a bargaining unit member is temporarily assigned on an acting, secondment or term basis to an out of scope position;
- (i) Any period of approved unpaid leave of absence for Union purposes of up to one (1) year;
- (j) Layoff of twenty-six (26) weeks or less.

46:03 Seniority will terminate if an employee:

- (a) Resigns or retires or dies;
- (b) Is discharged and is not reinstated;
- (c) Is laid off in excess of two (2) years;
- (d) Is promoted or transferred to a permanent position outside of the bargaining unit and completes the trial period;
- (e) Is terminated at the expiry of the employee's term of employment.
However, this Subsection does not apply to a term employee who has been employed on a full-time or part-time basis for twelve (12) continuous months and who is re-employed within one (1) year of the expiration of the employee's term of employment.

46:04 A seniority list will be prepared by February 15th by the Employer based on service up to and including December 31st of the previous year. The lists will be posted at all work locations on the bulletin board referenced in Article 36:06 and a copy sent to the Union. The list shall indicate the employee's name, classification, accrued service and start date. This list shall be open for

correction for a period of forty-five (45) calendar days from the date of the initial posting. On presentation of proof of error, the Employer will correct any errors so found. By April 15th of each year, the corrected list shall be posted in all work locations, and a copy sent to the Union. This shall be considered the accurate list and shall not be subject to further changes until the next posting.

46:05 A seniority list will be prepared for the following types of employees by classification groupings in order of seniority:

- (a) Permanent; and
- (b) Term.

46:06 Seniority will be retained but will not continue to accrue during:

- (a) Unpaid leave of absence of more than four (4) weeks;
- (b) On an unpaid leave of absence due to injury or illness which may be compensable by Workers Compensation, Manitoba Public Insurance or Disability and Rehabilitation (D&R) for a period of more than two (2) years from the date of the first absence from work related to injury or illness;
- (c) Educational leave in excess of two (2) years;
- (d) Layoff of more than twenty-six (26) weeks and not more than two (2) years.

Article 47 Part-time Employees

47:01 The calculation of benefits for part-time employees covered by this Agreement will be as set out in Appendix "C" - Application of Benefits to Part-time Employees.

Article 48 Hours of Work

48:01 (a) Regular hours of work for all employees shall be:

- (i) Seven and one-quarter ($7 \frac{1}{4}$) consecutive hours per work day excluding meal periods and including rest periods; and
- (ii) Thirty-six and one quarter ($36 \frac{1}{4}$) hours per work week.

Except as follows:

- (b) Regular hours of work for all Dietitians - Manitoba Nutrition Program shall be:
 - (i) Seven and one half ($7 \frac{1}{2}$) consecutive hours per work day excluding meal periods and including rest periods; and
 - (ii) Thirty-seven and one half ($37 \frac{1}{2}$) hours per work week.
- (c) Regular hours of work for all Coordination Support Workers, Housing Support Workers, PACT Support Workers and Nursing Resource Coordinators shall be:
 - (i) Eight (8) consecutive hours per work day excluding meal periods and including rest periods; and
 - (ii) Forty (40) hours per work week
- (d) Effective October 1, 2007, Regular hours of work for all Coordination Support Workers and Nursing Resource Coordinators shall be:
 - (i) Seven and three-quarter ($7 \frac{3}{4}$) consecutive hours excluding meal periods and including rest periods; and
 - (ii) Thirty-eight and three-quarter ($38 \frac{3}{4}$) hours per week
- (e) Regular hours of work for all Crisis Stabilization Unit – Nurses, shall be:
 - (i) Eight (8) hours per work day excluding 10 minutes towards the meal period and including twenty (20) minutes towards the meal period and fifteen (15) minute rest periods
 - (ii) An average of eighty (80) hours per bi-weekly period.

- (f) Regular hours of work for all Crisis Unit Practitioners, Crisis Stabilization Unit – Activity Workers, Crisis Stabilization Unit – Clinical Team Leaders, Crisis Stabilization Unit – Unit Attendants and Mobile Crisis Service – Clinical Team Leaders shall be:
 - (i) Eight (8) hours per work day including meal periods and rest periods
 - (ii) An average of eighty (80) hours per bi-weekly period.
- (g) Regular hours of work for all Mobile Crisis Service - Clinicians and Mobile Crisis Service - Crisis Worker shall be:
 - (i) Eight (8) consecutive hours per work day including meal periods and rest periods; or
 - (ii) A combination of eight (8) and twelve (12) consecutive hours per work day including meal periods and rest periods; and
 - (iii) An average of eighty (80) hours per bi-weekly period.
- (h) Alterations to the foregoing shall only be by written mutual consent of both parties to this Collective Agreement. This provision does not relate to the times of work in Section :02 or the days of work in Section :03.

48:02 Times of Work

This provision shall only apply to employees hired before October 11, 2011 except as noted below: This provision will not apply to employees who apply for (and are successful in obtaining) positions posted stating evening, night and/or weekend work, and subsequent letters of offer clearly state the requirement for evening, night and/or weekend work.

Normal hours of work shall be between 8:30 a.m. and 5:00 p.m. Where the necessity to provide service to the public creates a need to set different times of work other than those referenced in the flexible hours guidelines the Employer, after meaningful consultation with the Union, may set different

times of work. This provision does not relate to the workday and workweek in Section :02 or the days of work in Section :04.

48:03 Days of Work

This provision shall only apply to employees hired before October 11, 2011 except as noted below: This provision will not apply to employees who apply for (and are successful in obtaining) positions posted stating evening, night and/or weekend work, and subsequent letters of offer clearly state the requirement for evening, night and/or weekend work.

The days of work shall be Monday to Friday inclusive. If it becomes necessary to provide service to the public on Saturdays and/or Sundays, an employee's day(s) of work may be altered to include a Saturday and/or Sunday, subject to the following:

- (a) The Employer shall endeavour to staff these situations through the use of volunteers from among existing staff.
- (b) In the event insufficient volunteers can be recruited, the Employer shall consult with the Union regarding any changes to the days of work existing employees. Any alteration to the days of work requires the mutual agreement of the Employer and the Union.
- (c) An employee whose days of work are changed shall then be given a minimum of thirty (30) days' notice prior to the implementation of the change to her days of work.

48:04 Notwithstanding **Article 48:03** above, the Employer may post vacant or new positions with a requirement for weekend work.

48:05 Employees will be entitled to two (2) rest periods of fifteen (15) minutes each per day at such times as may be specified by the employees' immediate supervisor.

48:06 On an occasional basis and upon mutual agreement between the Employer and the employee, an employee may vary her hours of work and/or her workday in order to provide service. In these circumstances, any additional

hours worked beyond the normal workday and all hours worked on an alternate workday shall be taken back at a time mutually agreed between the Employer and employee within six (6) weeks following the date on which the additional hours and/or alternate workday occurred. Overtime does not apply in these circumstances.

48:07 If it becomes necessary to change the days of work, or hours of work for employees eligible to work days, evening and/or weekends, the employer may alter the shift schedule of impacted employees by:

- (a) Endeavouring to staff these situations through the use of volunteers from among eligible staff, or
- (b) Where the employer unilaterally changes the days of work, or hours of work impacted employee(s) shall be given a minimum of sixty (60) days' notice prior to the implementation of the change to her work schedule.

Article 49 Overtime

49:01 (a) Overtime shall mean any authorized time worked in excess of regular hours established under Article 48:**01**.

- (b) A supervisor authorized to do so, may require an employee under the supervisor's authority to work overtime. Except in emergency situations, a supervisor shall endeavour to assign overtime work as fairly as possible amongst those employees qualified to perform the work.

49:02 **Overtime rates shall be:**

- (a) Employees shall receive one and one-half times ($1\frac{1}{2}x$) their basic rate of pay for the first three (3) hours of authorized overtime in any one (1) day.
- (b) Employees shall receive two times ($2x$) their basic rate of pay for authorized overtime beyond the first three (3) hours in any one (1) day.
- (c) Overtime worked by full-time employees on any scheduled day off shall be paid at the rate of two times ($2x$) the employee's basic rate of pay.

(d) All overtime worked on a General Holiday shall be paid at two and one-half times ($2\frac{1}{2}x$) the employee's basic rate of pay.

- 49:03** By mutual agreement between the Employer and the employee, overtime may be compensated by the granting of equivalent time off at the applicable rates. Such times shall be taken by the employee prior to March 31st of any year or paid out, unless otherwise mutually agreed.
- 49:04** An employee who is absent on paid time off during her scheduled workweek shall, for the purpose of computing overtime pay, be considered as if she had worked her regular hours during such absence.
- 49:05** An employee, if called out or scheduled to work overtime shall receive for the work, compensation for a minimum of three (3) hours at the applicable overtime rate provided that the period of overtime worked by the employee is not contiguous to the employee's regular work day. A meal break shall not be regarded as affecting contiguity.
- 49:06** An employee required to work overtime for a period in excess of two (2) hours immediately following her/his regular hours of work shall be provided with a meal allowance of eight dollars (\$8.00).

Article 50 Shift Premium

50:01 (a)Evening Premium:

An employee who works a shift where one-half ($\frac{1}{2}$) or more of the hours are worked between 1600 hours and 2400 hours shall receive an Evening Shift Premium of one dollar (\$1.00) **(one dollar and seventy-five cents [\$1.75] effective April 1, 2016)** for all hours worked in addition to the employee's regular pay.

(b)Night Premium:

An employee who works a shift where one half ($\frac{1}{2}$) or more of the hours are worked between 0001 hours and 0800 hours shall receive a night premium for all hours worked in addition to the employee's regular

pay of one dollar and seventy five cents (\$1.75) [one dollar ninety cents (\$1.90) effective October 1, 2011; two dollars and five cents (\$2.05) **(two dollars and fifty cents [\$2.50] effective April 1, 2016)** per hour.

- 50:02** The shift premiums shall not be payable while an employee is off duty for any reason.
- 50:03** The shift premium shall not be included in the calculation of overtime payments, pension, group life insurance, income protection payments, vacation pay, or any other employee benefits.

Article 51 Weekend Premium

- 51:01** A weekend premium of one dollar and sixty-five cents (\$1.65) **(two dollars [\$2.00] effective April 1, 2016)** per hour shall be paid to an employee for all hours actually worked on any shift where the majority of the hours on that shift fall between 0001 hours on the Saturday and 2400 hours on the following Sunday.
- 51:02** The weekend premium shall not be payable while an employee is off duty for any reason.
- 51:03** The weekend premium shall not be included in the calculation of overtime payments, pension, group life insurance, income protection payments, vacation pay, or any other employee benefits.

Article 52 Standby

- 52:01** An employee who is designated by the Employer to be available on standby, shall be entitled to payment of two (2) hour's basic pay for each eight (8) hour period or pro rata payment for any portion thereof.
- 52:02** To be eligible for standby payment, an employee designated for standby duty must be available during the period of standby at a known telephone number or by another method of communication as mutually agreed between the

supervisor and the employee, and must be available to return for duty as quickly as possible if called.

- 52:03** An employee on standby who is called back to work, shall be compensated in accordance with call-out provisions of the overtime Article 49 in addition to standby pay.
- 52:04** A call back is defined as a call, which requires an employee to report for duty during the period between completion of regularly scheduled hours of work and subsequent starting time. A callback shall conclude when all emergent work has been completed.

Article 53 Court Leave

- 53:01** An employee who is summoned for jury duty or who receives a summons or subpoena to appear as a witness in a court proceeding, other than a court proceeding occasioned by the employee's private affairs, shall be granted a leave of absence with pay for the required period of absence and all witness fees received by the employee shall be remitted to the Employer.

If requested by the employee, an employee required to attend a court proceeding as a party to that proceeding, occasioned by the employees' private affairs shall receive a leave of absence without pay for the required absence.

- 53:02** Should an employee be summoned or subpoenaed for matters occasioned by the employee's work during the employee's off duty hours, or while the employee is on vacation, the employee shall receive applicable overtime rates in accordance with the overtime provisions. An employee's lost vacation time will not be recredited.

Article 54 Acting Status

- 54:01** Where the Employer or designate directs an employee employed in one (1) position to temporarily take over the duties and responsibilities of some other position having a higher grade of pay, for **one (1)** or more consecutive

working days, the employee shall be appointed temporarily to that other position with acting status and shall be paid at the rate of pay for that other position from the date of taking over the duties and responsibilities of that other position until the acting status is revoked. Upon the acting status being revoked the employee shall, unless appointed or promoted to some other position, revert to the employee's original position and be paid at the rate of pay for the employee's original position that the employee would be paid if the employee had never held the acting status.

- 54:02** For purposes of interpretation of this Article, "duties and responsibilities" means the duties and responsibilities that would have been performed by the incumbent during the period in which the incumbent had been replaced.

Article 55 Qualification Pay

- 55:01** Employees classified as Nurse 2 (NN2), and effective May 25, 2007, Nurse 3 (NN3) and holding a Baccalaureate of Nursing Degree (Science, Mental Health or Psychiatric Nursing) shall receive qualification pay in the amount of one hundred dollars (\$100.00) per month (forty-six dollars [\$46.00] bi-weekly). Part-time employees shall receive such amount on a prorated basis as specified in Appendix "C", Article 2:02.

Article 56 Employees Occupying More Than One Position

- 56:01** Part-time employees shall be eligible to apply for and occupy more than one (1) part-time position within the sites comprising the Winnipeg Regional Health Authority. It is understood that at no time will the arrangement result in additional cost to the Employer. Where it is determined that it is not feasible for the employee to work in more than one position, the employee will have the option of assuming the position applied for and relinquishing their former position.
- 56:02** At no time shall the sum of the positions occupied exceed the equivalent of one (1) Equivalent Full-time (EFT). However, it is recognized that daily

hours of work may be exceeded, by mutual agreement between the Employer, the employee and the Union.

- 56:03** Where the sum of the positions occupied equals one (1) EFT, the status of the employee will continue to be part-time, (i.e. status will not be converted to full-time), and the provisions of Article 19 will apply based on the total of all active positions occupied, unless otherwise specified in this Article.
- 56:04** All salary-based benefits, i.e. Group Life, Pension, LTD, as applicable, will be combined and calculated on the basis of the total of all active positions occupied.
- 56:05** All accrued benefits, i.e., vacation, income protection, shall be maintained and utilized on the basis of the total of all active positions occupied.
- 56:06** Requests for scheduling of vacation, paid or unpaid leaves of absence, etc. shall be submitted to each departmental/site supervisor/manager, and will be considered independently, based on the operational requirements of each department/site, requests shall not be unreasonably denied.
- 56:07** Employees taking on an additional position will be subject to a probation period in accordance with Article 10 If, during this probation period, the applicant found by the Employer to be unsatisfactory in her new position, she shall relinquish that position.
- 56:08** Where an approved arrangement is later found to be unworkable, the affected employee will be required to relinquish one of the positions occupied.

Article 57 Rehabilitation, Return to Work and Accommodation

57:01 Rehabilitation and Return to Work Program

The Employer agrees to actively participate and facilitate the rehabilitation and return to work of ill, injured or disabled employees even when she/he is not covered under the D&R, WCB or MPI programs. Any such employee will be supernumerary in nature when reasonably possible. The Union shall be notified by the Employer if

there is a request for a Rehabilitation and Return to Work Program for an employee. The Employer shall include the Union in the initial meeting with the employee to review the provisions of the program to ensure that the work designated is within her/his restrictions and limitations. If required, the Employer shall schedule subsequent (progress) review(s) with the Union and the employee and may proceed without the Union's involvement if the Union representative is not readily available or if the employee wishes to proceed without Union involvement. Where appropriate, relevant provisions of the Collective Agreement may, by agreement between the Employer and the Union, be waived.

- 57:02 The parties recognize that the Manitoba Human Rights Code establishes a reasonable accommodation requirement to the point of undue hardship, in order to accommodate the special needs of any person or group where those needs are based on the protected characteristics as set out in the Manitoba Human Rights Code.

The Employer and the Union are committed to reasonable accommodation in a manner that respects the dignity and privacy of the employee. Reasonable accommodation is the shared responsibility of the employees, the Employer and the Union.

Where a need has been identified, the parties will meet to investigate and identify the feasibility of accommodation that is substantial, meaningful and reasonable to the point of undue hardship.

Where necessary, relevant provisions of the Collective Agreement may, by mutual agreement between the Union and the Employer, be waived.

Article 58 Inclement Weather

- 58:01 When an employee is unable to attend work due to whiteout/blizzard conditions as declared by Environment Canada or the Employer, or due to road closures as declared by police agencies or the Department of

Infrastructure and Transportation, the employee shall be entitled to use available vacation credits, banked over-time, banked general holidays, time off without pay and/or as otherwise specified in any applicable Employer policy/s as may be amended from time to time.

Article 59 Leave of Absence

59:01 Except in emergencies, all requests for any leave of absence shall be made in writing stating the reasons for and the expected duration of the leave, and submitted to the Employer at least thirty (30) calendar days in advance. The Employer shall notify the employee of the decision in writing without undue delay. Such requests shall be considered on their individual merits including the operational needs of the department, and shall not be unreasonably denied.

If any full time or part time permanent employee on an unpaid leave of absence is available for, and required to work, additional shifts, she can be hired into a casual assignment until she returns from her leave.

Article 60 Overpayments

60:01 The Employer may not make deductions from wages unless authorized by statute, by Court Order, by Arbitration Award, by this Agreement, by the Union or to correct an overpayment **or payroll error** made in good faith. Where an error has been made in good faith, the Employer shall be entitled to recover any overpayment **or payroll error** made, for a period of time that does not extend further back than twelve (12) months from date of discovery, provided:

- (a) Once the error is discovered, notice and a detailed breakdown of the error is given by the Employer to the affected employee and the Union as soon as practicable;
- (b) The proposed recovery is made in as fair and reasonable a manner as possible; and,

- (c) The proposed recovery is made over a period of time which is no less than the period during which the overpayment **or payroll error** was made unless otherwise agreed between the Employer and the employee.

In the event the employee retires from, or leaves the employ of the Employer before the Employer is able to fully recover an overpayment **and/or payroll error** as contemplated in this Article, the Employer shall be entitled to make a full recovery at the time of retirement or termination of employment of that employee and reduce accordingly any payments that might be owing to that employee to recover the overpayment **or payroll error**.

In witness whereof the duly authorized representatives of the parties hereto have set their hand to execute this Collective Agreement on

This 30th day of December, 2016.




On Behalf of the Winnipeg Regional
Health Authority



On Behalf of the Manitoba Government
and General Employees' Union

On Behalf of the Winnipeg Regional
Health Authority



On Behalf of the Manitoba Government
and General Employees' Union

Appendix “A”

Exclusions from the Terms of the Agreement:

The bargaining unit shall comprise all employees in classifications listed in the Salary Schedule except those employees in positions mutually agreed to between the parties or as excluded under the provisions of the Labour Relations Act.

If the Employer and the Union disagree as to whether a person is an employee within the terms of the Manitoba Labour Relations Act and appropriate for inclusion within this Agreement, then either or both of them may refer the matter to the Manitoba Labour Board for ruling.

If the Manitoba Labour Board rules that such person is an employee within the terms of the Manitoba Labour Relations Act, and appropriate for inclusion in this Agreement, then the Employer and the Union agree to meet forthwith to negotiate the classification and salary schedule for that employee, for inclusion in this Agreement. If the Employer and the Union are unable to reach an agreement on the classification and/or salary schedule, then either or both of them may refer the matter for Arbitration.

Guidelines to be considered in negotiating exclusions shall be position classifications the incumbents of which are employed:

- (a) For the primary purpose of exercising executive management functions;
- (b) In a confidential capacity in matters relating to labour relations.

The exclusions of incumbents of new classifications established by the Employer shall be determined in accordance with the above unless specifically excluded by virtue of their being covered by another bargaining unit as determined by the Manitoba Labour Board.

Appendix “B”**Former Civil Service Employee Benefit Plans****Dental Plan**

The parties agree to the continuation of the Dental Services Plan with the following changes:

- (a) Effective January 1st, 2007 and limited to dental work performed on and after that date, the basis for payment for covered services shall be the 2007 Manitoba Dental Association (MDA) Fee Guide;
- (b) The 2008 and 2009 MDA Fee Guides will be implemented effective January 1st of each respective year;
- (c) Dental coverage will continue for the first seventeen (17) weeks of Maternity Leave effective the first of the month following the date of signing and limited to maternity leaves commencing on and after that date;
- (d) The annual maximum per claimant is as follows:
 - (i) One thousand four hundred and seventy five dollars (\$1,475);
- (e) The orthodontic lifetime maximum is as follows:
 - (i) One thousand six hundred and seventy-five dollars (\$1,675);
- (f) Part-time employees will be eligible for family coverage based on fifty percent (50%) of the coverage amounts applicable for full-time employees up to fifty percent (50%) of the maximum;
- (g) Prior to August 1st, 2001, all part-time employees on staff as of the date of signing of this Agreement will be given the option to choose either:
 - (i) To maintain their single coverage under the dental plan; or
 - (ii) To elect family coverage on a pro-rated basis in accordance with Section (f);

- (h) All employees hired after July 31st, 2001 will be eligible for family coverage in accordance with Section (f).

Vision Care Plan

The parties agree to the continuation of the Vision Care Plan with the following changes:

- (a) Effective January 1st, 2007 and limited to vision care services performed on and after that date, the basis for payment for covered services shall be the 2007 Optometric or Ophthalmological Fee Guide;
- (b) The 2008 and 2009 Fee Guides will be implemented effective January 1st of each respective year;
- (c) Changes to the Dental Plan respecting eligibility during Maternity Leave and prorated family year; coverage for part-time employees will also apply to the Vision Care Plan;
- (d) The maximum per claimant is two hundred and twenty five dollars (\$225.00).

Civil Service Long Term Disability Income Plan (LTD Plan)

- (a) The parties agree that the benefits plan shall provide an employer paid Disability and Rehabilitation (D&R) Income Plan for eligible employees. The regulations governing this plan will be established pursuant to the Government Employees Master Agreement.
- (b) The elimination period for the LTD plan is one hundred and twenty (120) calendar days or the exhausting of the employees' income protection bank to a maximum of two-hundred and eight (208) working days.
- (c) The parties agree to remove the cap on preinjury earnings applicable to claims filed on or after March 17th, 2007.

Ambulance and Hospital Semi-Private Plan

The parties agree that the benefits plan shall provide an employer paid Ambulance and Hospital Semi-Private Plan (A.H.S.P.) for eligible employees. The regulations

governing this plan will be consistent with those established pursuant to the Government Employees Master Agreement.

Drug Plan

1. The Employer agrees to implement a Drug Care plan effective October 1st, 2001 as follows:
 - (a) Eligibility requirements for employees and dependents will be the same as the Dental Services Plan;
 - (b) Co-insurance be based on 80% reimbursement;
 - (c) The maximum payment per contract (family) is six hundred and fifty dollars (\$650) per year.
 - (d) Effective April 1st, 2008 the maximum payment per contract (family) is seven hundred dollars (\$700.00) per year.
2. Other terms and conditions of the Drug Care Plan will be similar to those currently in effect for the Drug coverage provisions of the existing employee-paid Extended Health Benefit (EHB) plan.

Health Spending Account (HSA)

The parties agree to the provision of a Health Spending Account (HSA) as follows:

- (a) Effective January 1st, 2006, the HSA benefit amounts shall be two hundred dollars (\$200.00) for full-time staff and one hundred dollars (\$100.00) for part-time staff per calendar year.
- (b) Effective January 1st, 2007, the HSA benefit shall be three hundred dollars (\$300.00) for full-time staff and one hundred and fifty dollars (\$150.00) for part-time staff per calendar year.
- (c) Effective January 1st, 2008, the HSA benefit shall be three hundred and fifty dollars (\$350.00) for full-time staff and one hundred and seventy five dollars (\$175.00) for part-time staff per calendar year.

General Principle

The parties agree that WRHA employees grand-parented to the Civil Service Benefit plans are grand-parented only to the existing benefits specifically identified in Article 34 and this Appendix, as well as any negotiated improvements to these specific benefits. Any future new benefits negotiated into the Civil Service Benefit plans will not be available.

Appendix “C”

Application of Benefits to Part-time Employees

Definitions

1:01 “Accumulated service” means the equivalent length of service acquired by an employee by virtue of the employee’s employment; e.g. for an employee in an eight (8) hour per day classification. The figures for seven and one-quarter (7¼) hour per day classifications are shown in brackets.

- ☐ 8 (7¼) hours work equals one (1) day of accumulated service;
- ☐ 40 (36¼) hours work equals one (1) week of accumulated service;
- ☐ 80 (72 ½) hours work equals one (1) bi-weekly pay period of accumulated service;
- ☐ 168 (152¼) hours work equals one (1) month of accumulated service;
- ☐ 2,016 (1,827) hours work equals one (1) year of accumulated service.

- (a) For purposes of accumulated service, overtime hours are not included.
- (b) Accumulated service must be continuous service, i.e. there must have been no break in service involving termination of the employee.

1:02 “Calendar service” is based on continuous service with the employer. Example: one (1) year of continuous employment equals one (1) year of calendar service.

General Principles

2:01 Where a benefit is to be prorated for a part-time employee it will be calculated so that if two (2) part-time employees were sharing a full-time position the total cost to the Employer of that benefit is no greater than the cost of having the position filled by a full-time employee.

2:02 In pro-rating a benefit, the factor used shall be determined by totaling the number of regular paid hours and dividing by the annual full-time hours for the position (i.e. 1885 or 2080) as follows:

Regular Paid Hours	X	Entitlement of a Full-Time Employee
Full Time Hours		

Benefits

3:01 Part-time employees will only be eligible for the benefits specifically identified in this Section.

3:02 Holidays

- (a) An employee will be eligible for pay for a holiday on which the employee does not work provided the employee:
 - (i) Did not fail to report for work after having been scheduled to work on the day of the holiday; and
 - (ii) Has not absented himself or herself from work without the consent of the Employer on the employee's regular working day immediately preceding or following the holiday unless the employee's absence is by reason of established illness **as determined by providing medical documentation.**
- (b) Part-time employees will be paid four point **six two** percent (4.62%) of their basic pay in lieu of time off on recognized holidays. Such holiday pay shall be calculated on all paid hours (excluding overtime hours as defined in Article 16) and shall be included in each regular pay **deposit**. A part-time employee shall not be obligated to pick up an extra shift by virtue of being scheduled off on a recognized holiday.
- (c) Where the Employer requires an employee to work a full shift, i.e. seven and one-quarter (7 1/4) or eight (8) hours as a regular work day on December 24th when that day falls on Monday through Friday inclusive, such employee shall be entitled to one-half (1/2) day of compensatory leave with pay to a maximum of four (4) hours.

3:03 Vacation

- (a) Vacation Leave will accumulate in accordance with the pro-rating factor as specified in 2:02 of this Appendix.

- (b) An employee shall accumulate vacation credits in accordance with Articles **23:02** and **23:03**.
- (c) Long service vacation eligibility is based on calendar service.

3:04 Income Protection

- (a) Income protection will accumulate in accordance with the pro-rating factor as specified in 2:02 of this Appendix.
- (b) The accumulation rate will be in accordance with Article 26:02 for employees hired prior to June 8, 2001 or Article 26:03 for employees hired on or after June 8, 2001.
- (c) Where applicable, calendar service is used to determine eligibility for receiving income protection credits at a higher rate (i.e. one (1) day per bi-weekly pay period rather than one half (1/2) day per bi-weekly pay period).

3:05 Compassionate, Court, Family, Paternity, Adoptive Parent and Parental Leaves

- (a) These types of paid leave will be prorated by multiplying the number of days the employee would qualify for by the pro rating factor as specified in 2:02 of this Appendix.
- (b) In the case of parental leave without pay, an employee is eligible for the full calendar time benefit, i.e. thirty-seven (37) weeks.

3:06 Maternity Leave

- (a) Regular part-time employees are eligible for maternity leave Plan A or Plan B.
- (b) To qualify for maternity leave, calendar service is used, i.e. seven (7) months.
- (c) An employee who qualifies is eligible for the full calendar time leave provided under the Agreement, i.e. seventeen (17) weeks.

- (d) For Plan A, the application of ten (10) days income protection towards the Employment Insurance waiting period will be calculated by multiplying the number of days accumulated income protection the employee has (up to ten [10] days) by the pro rating factor as specified in 2:02 of this Appendix.
- (e) For Plan B, Employer payments will be based on the difference between the percentage of weekly earnings covered by Employment Insurance and ninety-three percent (93%) of the weekly earnings. Weekly earnings will be as determined by Human Resources Development Canada (HRDC) and will be subject to the Employment Insurance maximum.

3:07 Workers Compensation

An employee who is eligible for Workers Compensation may use accumulated income protection to supplement Workers Compensation in accordance with Article 25 - Workers Compensation.

3:08 Bridging of Service

Calendar service shall be the basis for determining eligibility for this benefit, i.e. four (4) years.

3:09 Severance Pay/Pre-retirement Leave

Accumulated service is the basis for meeting the minimum service requirements and for the calculation of severance pay or pre-retirement leave.

3:10 Notice of Layoff, Resignation or Termination

- (a) The period of notice required to be given by the employee or the employer is the same as that applicable to full-time employees.
- (b) Pay in lieu of notice shall be calculated by multiplying the number of weeks' notice by the pro rating factor as specified in 2:02 of this Appendix.

3:11 Merit Increases

Eligibility for merit increases will be based on calendar service provided the employee has received pay for at least 416 (377) hours exclusive of overtime.

3:12 Overtime

- (a) Daily overtime is only payable when the employee has worked beyond the normal daily hours for that classification, i.e. 8 (or 7 ¼) hours.
- (b) Overtime on a day of rest is only payable when an employee has worked at least five (5) days in a week, i.e. a part-time employee only has two (2) “days of rest” per week.
- (c) Certain shift configurations may require working more than five (5) days per week without payment of overtime.

3:13 Shift Premium

An employee must work an entire 8 (or 7 ¼) hour shift in order to qualify for shift premium.

3:14 Qualification Pay

Qualification pay shall be calculated by multiplying the pay an employee is eligible for by the pro rating factor as specified in 2:02 of this Appendix.

3:15 Probation

The period of probation is based on calendar service. Notwithstanding any provision of the collective agreement, this period may be extended by the Employer for any reason provided twelve (12) months’ probation is not exceeded.

3:16 Seniority

Seniority is based on accumulated service.

3:17 Layoff

Accumulated service is used for purposes of layoff.

3:18 Dental Plan

A part-time employee who has met the eligibility criteria for the Dental Plan shall be eligible for coverage of dental expenses, as set out for part-time employees in the respective dental plans.

Appendix “D”

Privately Owned Vehicles

1:01 Reimbursement Rates

An allowance for the use of a privately owned vehicle, for travel on authorized WRHA business, shall be paid in accordance with the following:

- (a) When the Province of Manitoba mileage rates are adjusted and exceed the above rates the Employer will adjust the rates retroactive to the date the Provincial rates take effect. All future rate adjustments will parallel the Provincial adjustments.

1:02 The above allowance covers all costs relative to the operation of the vehicle except bridge, ferry or highway tolls and parking, as authorized, which may be claimed as incurred.

1:03 Residence to Work Location

Transportation of an employee between the employee's residence and headquarters may not be claimed except where the employee has been called back to return to work:

- (i) Outside of the employee's normal hours on the employee's regular working day or shift; or
- (ii) On the employee's day of rest.

Appendix “E”

Special Understanding

Re: Application of the Collective Agreement to Casual Employees

The only provisions of this Agreement which apply to casual employees as defined in 4:01 (d) are as follows:

1. A casual employee shall be paid vacation pay bi-weekly at the rate of six percent (6%) of the regular hours worked in a bi-weekly pay period.
2. Casual employees shall be paid not less than the start rate or more than the end rate of the classification to which they are assigned.
3. A casual employee shall be entitled, in accordance with the appropriate article, to a shift premium (Article 50) and a weekend premium (Article 51).
4.
 - (a) A casual employee required to work on a recognized holiday shall be paid at the rate of time and one half (1.5x) their regular rate of pay.
 - (b) A casual employee will be eligible for pay for a holiday on which the employee does not work provided the employee:
 - (i) Did not fail to report for work after having been scheduled to work on the holiday; and
 - (ii) Has not absented himself or herself from work without the consent of the Employer on the employees' regular working day immediately preceding or following the holiday unless the employees' absence is by reason of established illness **as determined by providing medical documentation.**
 - (c) Effective April 30th, 2007, casual employees will be paid four point **six two** percent (4.62%) of their basic pay in lieu of time off on recognized holidays. Such holiday pay shall be calculated on all paid hours

(excluding overtime hours) and shall be included in each regular pay **deposit.**

5. Casual employees shall be entitled to compensation for overtime worked in accordance with Article 49 (Overtime).
6. There is no obligation by the Employer to offer work to a casual employee or for a casual employee to accept work that is offered.
7. The Employer agrees to deduct Union dues from casual employees in accordance with Article 38 (Union Security). In the event that no payment is made during a pay period, the Employer shall have no responsibility to deduct and submit dues for that period.
8. A casual employee reporting for work as requested by the Employer and finding no work available shall be granted three (3) hours pay at her basic rate of pay.
9. Casual employees placed on Standby shall be entitled to compensation in accordance with Article 52 (Standby).
10. Articles 40 and 41 (Grievance and Arbitration) contained in the Collective Agreement apply to casual employees only in respect to matters contained in Appendix "E" only.
11. Casual employees shall be entitled to retroactive salary increases on the same basis as full-time and part-time employees.
12. Casual employees shall receive increments on the basis of one (1) merit increase upon completion of the full-time equivalent hours, in accordance with Article 13.
13. A casual employee who has not worked for a period of thirty (30) calendar days may be terminated at the sole discretion of the Employer.
14. A permanent or term employee who is converted to casual is no longer covered by the Collective Agreement effective the date of the employee's conversion except as outlined in 4:01 (c).

15. A casual employee who is converted to permanent or term status receives no credit for calendar or accumulated service as a casual employee.
16. Where a permanent or term employee who has been covered by the Collective Agreement has been converted to casual employment and is subsequently reconverted to term or permanent employment with no break in service, the period of casual employment shall be treated as a period of leave of absence. While this does not affect the continuity of employment, the period of employment does not count as calendar or accumulated service for purposes of benefit determination.

Memorandum of Understanding No. 1

between

Winnipeg Regional Health Authority

and

Manitoba Government and General Employees' Union


Subject: Job Sharing

The parties herein agree to the following:

1. Job sharing is an alternative work arrangement whereby the duties and responsibilities of a full-time position may be restructured in a manner that would accommodate the employment of two (2) or more permanent employees on a part-time basis.
2. Job sharing positions are employee initiated and may be requested by any full-time permanent employee who has completed the probationary period. Requests to job share shall be considered by the Employer and may be approved by the Employer subject to operational considerations.
3. Job sharing employees shall sign a Job Sharing Agreement.
4. A job share agreement may be terminated subject to thirty (30) days' notice if:
 - One of the employees vacates his/her component of the position; or
 - The Employer determines the job share arrangement is not suitable.
5. No one job share employee shall own the position. An employee who is an incumbent in a job sharing arrangement does not have any continuing rights to the position being shared or does not retain any rights to any previous position held.
6. The Employer may require an employee who is an incumbent in a job share agreement to fill the position on a full-time basis in the event the other incumbent is not available or terminates.

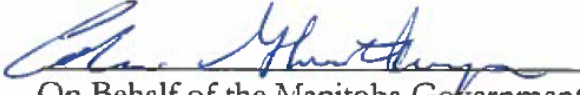
7. Job sharing employees understand they will be considered part-time employees and eligible only for those benefits that apply to part-time employees.
8. Employees participating in a Job Sharing agreement commencing after the signing of this collective agreement shall not hold two (2) positions within the WRHA.

This 30th day of December, 2016.


 On Behalf of the Winnipeg Regional
 Health Authority

 On Behalf of the Winnipeg Regional
 Health Authority


 On Behalf of the Manitoba Government
 and General Employees' Union


 On Behalf of the Manitoba Government
 and General Employees' Union

Memorandum of Understanding No. 2

between

Winnipeg Regional Health Authority

and

Manitoba Government and General Employees' Union

Subject: Bargaining Unit Members Temporarily Assigned to Out of Scope Positions

The parties herein agree to the following with respect to bargaining unit members temporarily assigned on acting, secondment or term basis to an out of scope position:

1. During the period of the temporary assignment, the Employer shall deduct and remit Union dues on behalf of the employee in accordance with Article 40 of the Collective Agreement.
2. The employee shall continue to accrue seniority for the duration of the temporary assignment in accordance with the provisions of the Collective Agreement.
3. The conditions of employment during the period of the temporary assignment shall be the conditions of employment for the position to which the employee is temporarily assigned, and are not subject to the terms of the Collective Agreement.

This 30th day of December, 2016.

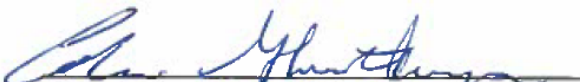


 On Behalf of the Winnipeg Regional
 Health Authority



 On Behalf of the Manitoba Government
 and General Employees' Union

 On Behalf of the Winnipeg Regional
 Health Authority



 On Behalf of the Manitoba Government
 and General Employees' Union

Memorandum of Understanding No. 3

between

Winnipeg Regional Health Authority

and

Manitoba Government and General Employees' Union

**Subject: Mobile Crisis Service, Crisis Stabilization Unit(s), PACT and
Crisis Response Centre**

The parties herein agree to the following:

1. Shift schedules shall be posted two (2) weeks in advance of the first scheduled shift. Schedules shall cover a period of not less than six (6) weeks. Schedules shall not be changed except by mutual consent of the Employer and employee.
2. Employees wanting to exchange shifts shall jointly apply to do so, in writing, as far in advance as possible.
3. Any exchange in shifts requested by employees and approved by the Employer shall not result in overtime costs to the Employer.
4. A part-time employee wanting to work occasional available shifts shall notify the Employer in writing. Subject to operational requirements such work shall be allocated amongst those part-time employees requesting additional shifts providing they are able to perform the required duties. It is understood that such additional shifts shall be offered only to the extent it will not incur any additional overtime costs to the Employer.
5. A part-time employee working a partial shift shall be allocated a rest period of fifteen (15) minutes during each continuous three (3) hour period of work. A part-time employee working a full eight (8) hour shift shall receive meal and rest periods on the same basis of a full-time employee.

This 30th day of December, 2016.




On Behalf of the Winnipeg Regional
Health Authority



On Behalf of the Manitoba Government
and General Employees' Union

On Behalf of the Winnipeg Regional
Health Authority




On Behalf of the Manitoba Government
and General Employees' Union

Memorandum of Understanding No. 4**between****Winnipeg Regional Health Authority****and****Manitoba Government and General Employees' Union****Subject: Representative Workforce**

The parties understand that Aboriginal persons are significantly underrepresented in the health care labour force and that additional actions are needed to promote and facilitate employment of Aboriginal persons in health care occupations at all levels. It is therefore mutually agreed that the undersigned parties will work in cooperation to:

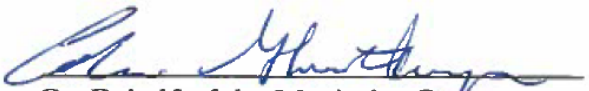
- (a) Develop strategic initiatives and programs that:
 - (i) Foster mutual respect, trust, fairness, open communication and understanding;
 - (ii) Focus on recruiting, training and career development of Aboriginal workers;
 - (iii) Identify workplace barriers that may be discouraging or preventing Aboriginal workers from entering and remaining in the workforce;
 - (iv) Facilitate constructive race and cultural relations;
- (b) Promote and publicize initiatives undertaken to encourage, facilitate and support the development of a representative workforce;
- (c) Implement education opportunities for all employees to promote cultural awareness of Aboriginal peoples. This will include enhanced orientation sessions for new employees to ensure better understanding of respectful work practices to achieve a harassment free environment.

This 30th day of December, 2016.


On Behalf of the Winnipeg Regional
Health Authority

On Behalf of the Winnipeg Regional
Health Authority


On Behalf of the Manitoba Government
and General Employees' Union


On Behalf of the Manitoba Government
and General Employees' Union

Memorandum of Understanding No. 5

between

Winnipeg Regional Health Authority


and

Manitoba Government and General Employees' Union

Subject: Mobility

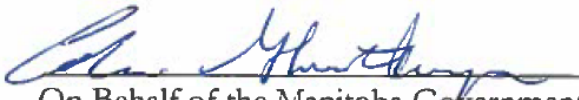
The Union agrees in principle with the terms of the Mobility agreement with the exception of language regarding accommodation and retroactivity. The Union will pursue becoming part of the Mobility agreement with the other Health Care Unions.

This 30th day of December, 2016.


 On Behalf of the Winnipeg Regional
 Health Authority


 On Behalf of the Manitoba Government
 and General Employees' Union

 On Behalf of the Winnipeg Regional
 Health Authority


 On Behalf of the Manitoba Government
 and General Employees' Union

Memorandum of Understanding No. 6

between

Winnipeg Regional Health Authority

and

Manitoba Government and General Employees' Union

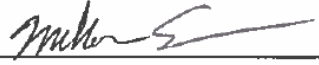
Subject: Civil Service Pension Plan (CSSB) – Vacation Carryover for CSSB Pension Plan Purposes

Applicable to former Civil Service Employees only.

Effective May 25th, 2007, as established under the Civil Service Superannuation Plan, former Civil Service employees may carry-over vacation credits to retirement in accordance with the following:

- (a) An employee must provide in writing his or her intended retirement date at the time she/he commences banking vacation credits for this purpose.
- (b) Commencing up to four (4) years prior to the employee's retirement date, an employee may bank up to fifty (50) days of vacation credits provided that up to a maximum of one year's vacation credits are carried forward from one vacation year to the next.
- (c) An employee may only bank a maximum of fifty (50) vacation days.

This 30th day of December, 2016.


 On Behalf of the Winnipeg Regional Health Authority


 On Behalf of the Manitoba Government and General Employees' Union

 On Behalf of the Winnipeg Regional Health Authority


 On Behalf of the Manitoba Government and General Employees' Union

Memorandum of Understanding No. 7**between****Winnipeg Regional Health Authority****and****Manitoba Government and General Employees' Union****Subject: PACT – Telephone Client Service**

Effective April 1, 2007 or date of signing whichever is later, a PACT Service Coordinator (PSC) or PACT Team Leader (PTL) designated to be on standby and provides client service via telephone shall be compensated as follows:

- (1) A PSC or PTL who has not completed her regular daily or biweekly hours of work shall be paid at her basic rate of pay for the total time spent on telephone providing service. If the time spent on a telephone providing service is less than fifteen (15) minutes, the employee shall be compensated at her basic rate of pay for a minimum of fifteen (15) minutes per telephone call. Time spent on the telephone providing service extending beyond fifteen (15) minutes shall be compensated at the next higher fifteen (15) minute interval per call.
- (2) A PSC or PTL who has completed her regular daily or bi-weekly hours of work shall be paid at the applicable overtime rate for the total time spent on a telephone providing service. If the time spent on a telephone providing service is less than fifteen (15) minutes, the employee shall be compensated at the applicable overtime rate for a minimum of fifteen (15) minutes per telephone call. Time spent on a telephone providing service extending beyond fifteen (15) minutes shall be compensated at the higher fifteen (15) minute interval.


The PSC or PLT providing client service by telephone outside of their regular working hours shall document all calls received and shall submit a log of all such calls to their supervisor for processing.

This 30th day of December, 2016.


 On Behalf of the Winnipeg Regional
 Health Authority


 On Behalf of the Manitoba Government
 and General Employees' Union


 On Behalf of the Winnipeg Regional
 Health Authority


 On Behalf of the Manitoba Government
 and General Employees' Union

Memorandum of Understanding No. 8**between****Winnipeg Regional Health Authority****and****Manitoba Government and General Employees' Union****Subject: Union Membership Form**

The Employer will provide to each newly hired employee falling within the scope of this collective agreement the Union Membership Application Card and self-addressed postage paid envelope (both provided by the Union). An employee who chooses to complete the form shall forward it to the MGEU.

This 30th day of December, 2016.

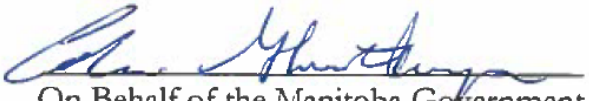


On Behalf of the Winnipeg Regional
Health Authority



On Behalf of the Manitoba Government
and General Employees' Union

On Behalf of the Winnipeg Regional
Health Authority



On Behalf of the Manitoba Government
and General Employees' Union

Memorandum of Understanding No. 9

between

Winnipeg Regional Health Authority

and

Manitoba Government and General Employees' Union

Subject: Schedule "A" – Nursing Related Salaries

For the purpose of ensuring the salary scales of the Nurse classifications represented by MGEU maintain an appropriate relationship to salary scales of the same classifications as represented by MNU, application of current and future wage adjustment will be as follows:

1. Classifications listed herein shall have wages adjusted in accordance with the rates and effective dates as established within the MNU central table Collective Agreement.
2. Classifications listed herein may be revised to remove or include additional classifications, as deemed necessary by the parties, for the continued maintenance of wage standardization.
3. Affected classifications:

Licensed Practical Nurse

Nursing Instructor – Mental Health 2

Nursing Instructor – Mental Health 3

Nurse 3


Nurse 3 (2080)


Nurse Educator

This 30th day of December, 2016.


On Behalf of the Winnipeg Regional
Health Authority

On Behalf of the Winnipeg Regional
Health Authority


On Behalf of the Manitoba Government
and General Employees' Union


On Behalf of the Manitoba Government
and General Employees' Union

Memorandum of Understanding No. 10

between

Winnipeg Regional Health Authority

and

Manitoba Government and General Employees' Union

Subject: Emergency Disaster and Fire Plans

- (a) The importance of disaster plan exercises and fire drills is mutually acknowledged by the Employer and the Union.
- (b) In any emergency or disaster (a sudden generally unexpected occurrence or set of circumstances that overwhelms the Employer's available resources and causes a major impact requiring immediate action) declared by the CEO/COO or designate, employees are required to perform duties as assigned notwithstanding any contrary provision in this agreement. Compensation for unusual working conditions related to such emergency will be determined by later discussion, between the Employer and the Union and/or by means of the grievance procedure if necessary, except that the provisions of Article 10 shall apply to overtime hours worked.
- (c) Where overtime is worked by reason of a disaster plan exercise or fire drill, overtime will be paid in accordance with Article 10.

This Memorandum of Agreement will not supercede any other Multi-Union/Multi-Employer agreements relating to Emergency or Disaster response.

This 30th day of December, 2016.

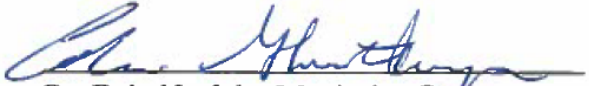


On Behalf of the Winnipeg Regional
Health Authority



On Behalf of the Manitoba Government
and General Employees' Union

On Behalf of the Winnipeg Regional
Health Authority



On Behalf of the Manitoba Government
and General Employees' Union

Memorandum of Understanding No. 11**between****Winnipeg Regional Health Authority****and****Manitoba Government and General Employees' Union****Subject: Times of Work/Days of Work**

During the life of this collective agreement (April 1, 2010 to March 31, 2014), the Employer agrees that it will not delete positions to change times or work and/or days of work for grand parented employees under 48:02 and 48:03. This does not prevent the Employer from deleting positions/laying off employees for legitimate business reasons.

This 30th day of December, 2016.




On Behalf of the Winnipeg Regional
Health Authority



On Behalf of the Manitoba Government
and General Employees' Union

On Behalf of the Winnipeg Regional
Health Authority



On Behalf of the Manitoba Government
and General Employees' Union

Memorandum of Understanding No. 12

between

Winnipeg Regional Health Authority

and

Manitoba Government and General Employees' Union

Subject: Transfer Policy

For the purposes of this LOU a “Transfer” shall mean the relocation of permanent full time or part time employee within the same classification, job title, performing the same duties, and responsibilities to the same or an alternate work location. No changes in job title shall result from such transfer.

This policy is applicable to permanent full time and part time employees who have worked in the same position for at least one (1) year.

All current job titles will be eligible for inclusion in this transfer policy. If, at a later date, this policy is deemed to be operationally unworkable by either party for any specific job title, that job title will be removed from eligibility of application of this Policy.

Where a position is created or becomes vacant, the Employer shall offer such position(s) in the following order:

- To employees on layoff in accordance with Article 19:06;
- To employees requiring reasonable accommodation and;
- To those employees already employed in the Job Title in order of seniority in accordance with Article 46:04 (subject to having a good employment record);
- To other employees already employed in other job titles in accordance with Article 8;


- To external candidates.

When a permanent full time or part time vacancy occurs, eligible candidates who apply for a vacancy will be offered such position in accordance with this policy. The employee will have two (2) working days to accept the position. If declined, the offer will be made to the next eligible candidate.

The placement into a vacant position will occur as soon as possible on a date as determined by the Employer after discussion with the employee.

When an employee has been offered and accepted a position in accordance with this Transfer Policy she shall no longer be eligible to the grandfathering provisions identified in Article 48:02 or 48:03.

This 30th day of December, 2016.


 On Behalf of the Winnipeg Regional
 Health Authority

 On Behalf of the Winnipeg Regional
 Health Authority


 On Behalf of the Manitoba Government
 and General Employees' Union


 On Behalf of the Manitoba Government
 and General Employees' Union

Memorandum of Understanding No. 13

between

Winnipeg Regional Health Authority

and

Manitoba Government and General Employees' Union

Subject: Me Too Agreement

Should the “MAHCP Standardization Process” or the “Recruitment and Retention Commitment” negotiated in the MAHCP Collective Agreement (HSC) with an expiry date of March 31, 2018, provide for a higher hourly wage rate for any classification that is the exact equivalent to MGEU 220 classifications, such higher salary will be applied to the same MGEU 220 classification effective the same date.

Should subsequent collective agreements covering Health Care Sector Professional/Technical employees as represented by another health care Union provide for a higher salary settlement for any classification than that negotiated for the same MGEU 220 classification, such higher salary will be applied to the same MGEU 220 classification effective the same date. In the event that another Health Care Union representing Professional Technical employees achieves a general increase to its membership that is greater than that provided to the MGEU 220 membership that increase will be applied to MGEU 220 members effective the same date as it is applied to the other Union. This applies to Collective Agreements with an expiry date of March 31, 2018.

NOTE: For clarity, any classification identified in the “MAHCP Standardization Process” will be subject to receive an adjustment up to the new standardized hourly rate if applicable but not an increase above that new standardized rate.

This 30th day of December, 2016.



On Behalf of the Winnipeg Regional
Health Authority

On Behalf of the Winnipeg Regional
Health Authority



On Behalf of the Manitoba Government
and General Employees' Union



On Behalf of the Manitoba Government
and General Employees' Union

Memorandum of Understanding No. 14

between

Winnipeg Regional Health Authority

and

Manitoba Government and General Employees' Union

Subject: Grievance Investigation Process (GIP)

The process is intended to create a harmonious relationship in order to promptly resolve grievances in an economical fashion.

On this basis, the parties are committed to the utilization of the following process where it is mutually agreed to be appropriate.

In the event that either party states that it is inappropriate to utilize the process and prior to a failure to utilize the process, the President of the MGEU and the Director of the LRS shall review the matter and exchange the positions of the parties.

The parties hereto agree that the following conditions shall apply to the implementation and operation of the Grievance Investigation Process:

Part 1 GENERAL

1. It is understood that this process and the appointment of the Grievance Investigator is to continue concurrent with the Collective Agreement. The Collective Agreement is for the period April 1, 2014 to the date of ratification of a new collective agreement, and subject to the Term of the Agreement.
2. The Grievance Investigator shall be an individual jointly approved by the MGEU and representatives of the employer (Labour Relations Secretariat). The terms of appointment of the Grievance Investigator shall be set out in a separate document between the MGEU, the LRS and the Grievance Investigator.

3. It is recognized that Grievance Investigation is a voluntary process and either party may request that any grievance be submitted to grievance Investigation, however both parties must agree on each case to be so submitted. Where such mutual agreement cannot be reached then the provisions of the Collective Agreement regarding Arbitration shall apply.
4. It is understood that the opinion of the Grievance Investigator is advisory in nature and is non-binding on either party. Where one or both of the parties does not accept the opinion of the Investigator then the option shall remain to utilize the Arbitration procedure contained in the Collective Agreement.
- 5
 - (a) It is understood that where the parties agree to abide by the opinion of the Investigator, it is done so on a without precedent or prejudice basis.
 - (b) An opinion expressed by the Grievance Investigator regarding any issue shall not be submitted to any future Grievance Investigation nor to any Arbitrator.
6. The Grievance Investigator shall conduct an investigation into each grievance jointly submitted to him. It is expected that a hearing will be required in the normal course of the investigation. Within seven (7) days of a grievance being submitted to him, the Grievance Investigator shall schedule a hearing to be held within the thirty (30) day period following submission to him. The Grievance Investigator is empowered to fulfill his role in any manner deemed by him to be most effective given the individual circumstances of each case. The Grievance Investigator's general role is to:
 - (a) Investigate each grievance jointly submitted.
 - (b) Define the issue(s) in dispute.
 - (c) Provide an opinion as to an appropriate resolution of the dispute.

7. The Grievance Investigator is expected to give a verbal opinion at the conclusion of a hearing, and to submit a brief written opinion to each of the parties within seven (7) calendar days following a hearing. Where no hearing is held, it is expected that the Grievance Investigator will provide his written opinion within seven (7) calendar days following completion of his investigation.
8. Where either or both parties choose not to accept the opinion of the Grievance Investigator, they shall, within seven (7) calendar days following receipt of the Investigator's written opinion, submit it in writing to both the Investigator and the other party, their reasons for non-acceptance. Such reasons shall not be admissible at any future arbitration hearing or Grievance Investigation proceeding.
9. The parties shall jointly prepare guidelines to assist the Grievance Investigator in meeting the expectations of the parties. These guidelines may be amended from time to time during the collective agreement as circumstances warrant and as mutually agreed. The parties shall meet on a province wide basis through staff representatives of the MGEU and the LRS at the request of either of these two bodies, but not less frequently than every six months to review the operation and utilization of the Grievance Investigation Process.
10. Nothing shall preclude the parties from resolving any grievance in any mutually agreed manner either before, during or after its referral to the Grievance Investigation Process.
11. It is expressly understood that the Grievance Investigation Process is intended to provide a cost-effective, informal, and timely alternative to conventional arbitration.

Part 2 SUBMISSION OF GRIEVANCE

1. In all cases the grievance procedure contained in the Collective Agreement will continue to apply, however, where the grievance procedure has been exhausted and a party has certain time limits to refer the matter to arbitration, that party might instead within this time limit, advise the other party in writing of its desire to refer the matter to the Grievance Investigation Process. Where such a request is made, the time limits referenced in the grievance procedure shall be temporarily suspended until:
 - (a) The other party advises the party who has made such a request that it does not agree to refer the matter to the Grievance Investigation Process, or
 - (b) Fourteen (14) calendar days have elapsed from the date the request was made and the other party has failed to respond, or
 - (c) Fourteen (14) calendar days have elapsed from the date upon which the Grievance Investigator issued his written opinion.

When any one of the events referred to in a), b) or c) above occur the time limits for referring the matter to arbitration shall commence as if the grievance procedure had been exhausted on that date.

Part 3 HEARINGS

1. Hearings will normally be held on the premises of the facility where the grievance originated from, however, the Investigator may, with the consent of both parties, choose a more appropriate location in such instances as where several grievances originating from different locations can be heard at the same hearing.
2. The parties agree not to be represented at any Grievance Investigation hearing by legal counsel. Attendance at hearings shall be limited to a maximum of four (4) employees from the bargaining unit and, and four

(4) Employer and/or LRS representatives. This stipulation shall not prevent the Grievance Investigator from requesting the attendance of any other person who can assist in clarifying the issue in dispute.

3. The parties agree to provide the Investigator with a jointly prepared statement of facts in an effort to narrow the scope of any dispute and to minimize the need to present evidence through witnesses. The Grievance Investigator may through the course of his investigation determine additional facts relevant to the resolution of the matter and shall advise the parties accordingly.
4. Hearings shall be held in an informal manner, however, the Investigator shall conduct any hearing in a manner deemed by him to be effective. Witnesses will not give evidence under oath but the Investigator may act as a participant in attempting to resolve areas of conflicting evidence.

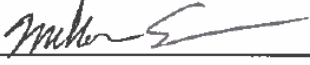
Part 4 GUIDELINES FOR GRIEVANCE INVESTIGATOR

1. The Grievance Investigator shall be expected to accept the role for the life of the collective agreement.
2. While appointed the Grievance Investigator may not act on behalf of one of the parties either as counsel or nominee at conventional arbitration. He may serve as sole arbitrator or chairman of an arbitration board hearing a dispute involving one or both of the parties except in the case of a dispute which has previously been referred to him in his capacity as Grievance Investigator.
3. While it is not expected to be as detailed as an arbitrator's award, the parties do expect the written opinion to be a concise statement of the reasoning followed in reaching his conclusions. A detailed review of the positions of the parties or arbitral jurisprudence is not expected nor is any recounting of non-germane fact or argument. The opinion

should contain sufficient information to assist the parties in preventing similar future disputes.

4. The parties shall each pay for their own costs associated with referring and processing a grievance through the Grievance Investigation Process except that the parties shall jointly and equally share the fees and expenses of the Grievance Investigator.
5. The Grievance Investigator is empowered to consider any grievable matter put to him by the parties including a question of whether or not an issue is grievable.
6. The opinion of the Grievance Investigator is expected to be an informed estimate of the likelihood of the grievance being sustained or denied in the event of its being referred to arbitration.
7. The Grievance Investigator will be provided with any documentation which might provide assistance to him carrying out his role.

This 30th day of December, 2016.


 On Behalf of the Winnipeg Regional
 Health Authority


 On Behalf of the Manitoba Government
 and General Employees' Union

 On Behalf of the Winnipeg Regional
 Health Authority



 On Behalf of the Manitoba Government
 and General Employees' Union

Memorandum of Understanding No. 15**between****Winnipeg Regional Health Authority****and****Manitoba Government and General Employees' Union****Subject: Under Deductions**

An under deduction shall not be deemed an overpayment. In order to maintain continuity of benefits under deductions will be corrected as soon as possible with the employer and employee making their required contributions.

Failure to make the required benefit premiums/contributions may result in the employees' benefit coverage being canceled, or make the employees ineligible to participate in the plan subject to the terms and conditions of the HEB group benefit plans.

This 30th day of December, 2016.

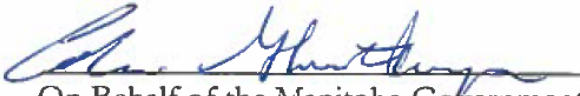


On Behalf of the Winnipeg Regional
Health Authority

On Behalf of the Winnipeg Regional
Health Authority



On Behalf of the Manitoba Government
and General Employees' Union




On Behalf of the Manitoba Government
and General Employees' Union

Memorandum of Understanding No. 16**between****Winnipeg Regional Health Authority****and****Manitoba Government and General Employees' Union****Subject: Workload Review**

During the first twelve (12) months upon the ratification of this Agreement, the Union and Employer shall meet to establish the parameters of a once every two (2) years' workload review for classifications within the scope of this Agreement.

This 30th day of December, 2016.




On Behalf of the Winnipeg Regional
Health Authority



On Behalf of the Manitoba Government
and General Employees' Union

On Behalf of the Winnipeg Regional
Health Authority



On Behalf of the Manitoba Government
and General Employees' Union

Flexible Hours Guidelines

The Employer will determine the most suitable arrangements of hours of work for employees in accordance with the following guidelines:

- (a) The office must remain open during the hours 8:30 a.m. to 4:30 p.m. with an extension to 5:00 p.m. where it is deemed necessary to provide service to the public.
- (b) Variations in employees' hours of work may occur as a result of staggered starting or finishing times or an alteration in the time allowed for lunch.
- (c) The earliest starting time is 7:30 a.m., the latest finishing time is 6:00 p.m. and the minimum allowable lunch period is thirty (30) minutes.
- (d) Varied starting or finishing times must comprise a minimum of thirty (30) minutes prior to or after established office hours.
- (e) Service to the public must not be downgraded by the change in hours.
- (f) Hours of work shall be in accordance with Article 48:01.
- (g) All employees must be present at work during a core period of 10:00 a.m. to 3:00 p.m., less lunch periods.
- (h) The normal workweek continues to be Monday to Friday inclusive.

Classification Listing

The following reflects the current list of classifications that appear in the Salary Schedule and the Job Titles that fall within the Classification Titles.

This list is subject to change and is for information purposes only.

CLASSIFICATION

Accounting Clerk 1 (1885 hours) – 30000178

Payroll Clerk

Data Entry Clerk

Activities Instructor 2 (2080 hours) - 30000197

PACT Support Worker

Housing Support Worker

Forensic Support Worker

Admin Officer 1 (1885 hours) - 30000179

Admin Supervisor

Admin Secretary 2 (1885 hours) - 30000180

Front End Reception

Clinic Assistant

Admin Secretary 2 (1950 hours) – 30000204

Admin Secretary 2 (2015 hours) – 30000212

Admin Secretary 3 (1885 hours) - 30000181

Senior Administrative Secretary

Senior Primary Care Assistant

Admin Secretary 3 (1950 hours) - 30000203

Attendant - Crisis Services (2080 hours) - 30001690

Audiologist (1885 hours) - 30000193

Care Connector–Primary Care (1885 hours) - 30001883

Clerk 1 (1885 hours) - 30000187

Mail Clerk

Clerk 2 (1885 hours) - 30000188

Customer Service

Representative

Clerk 3 (1885 hours) - 30000189

Public Health Clerk

Scheduling Clerk

Scheduling Clerk - Nursing

Clerk 4 (1885 hours) - 30000190

Access Clerk

Clinical Dietitian (1950 Hours) - 30000205

Clinical Dietitian

Primary Care Dietitian Community

Clinical Dietitian Public Health (1885 hours) - 30000191 (Previously Home Economist 2)

Clinical Dietitian – Public Health – PIO (1885) - 30001260

Clinical Team Leader – Crisis Services (2080 hours) - 30001739

Community Health Services Specialist (1885 hours) - 30000183

Access Coordinator

Brief Treatment Counselor

Case Coordinators

Chronic Disease Management Clinician

Clinical Coordinator

Community Development Facilitator

Community Facilitator

Community Forensic Mental Health Specialist
 Community Mental Health Worker
 Co-Occurring Disorders Outreach Case Manager
 FACT Service Coordinator
 Healthy Aging Resource Team Facilitator
 Hospital Based Case Coordinators
 Housing Coordinator
 Housing Project Coordinator
 Mental Health Promotion Facilitator
 Mental Health Resource & Education Facilitator
 PACT Service Coordinator
 PACT/FACT Service Coordinator
 Palliative Care Coordinators
 Pediatric Case Coordinator
 Public Health Nutrition Coordinator
 Transition Coordinator

Community Health Worker (2015 hours) – 30000207

Community Nutritionist – PIO (1885 hours) – 30000196

Crisis Clinician (2080 hours) - 30000198 (Previously Community Health Services Specialist)

Community Services Coordinator (1885 hours) – 30001416

Crisis Clinician N3 –Crisis Services – (2080 hours) 300001738

Crisis Unit Practitioner (2080 hours) – 30000202

Crisis Worker – (2080 hours) – 30001740

Health Social Development Specialist (1885 hours) - 30001246

CODI Outreach Team Leader

Case Management Specialist

PACT Team Leader

Team Leader – Mental health EPPIS

LPN (2015 hours) – 30000213

Mental Health Support Worker (2080 hours) - 30001864

Mental Health Nursing Instructor 2 (1885 hours) - 30000194

Staff Development Instructor

Mental Health Nursing Instructor 3 (1885 hours) - 30000195

Client Specific Services Coordinator

Nurse Educator (1885 hours) – 30000176

Nurse 3 (2015 hours) - 30000214

Nursing Resource Coordinator

Nurse 3 (2080 hours) - 30000201

Crisis Stabilization Unit Nurse

Occupational Therapist (1885 hours) - 30000184

Occupational Therapy Assistant (2015 hours) – 30000211

Outreach Worker (1885 Hours) – 30001876

Physiotherapist (1885 hours) - 30002580

Primary Care Assistant – (1885) – Job Code TBD

Primary Care Assistant (2015 hours) - 30000209

Program Consultant (1885 hours) – 30000186

Program Liaison – Special Contract Unit (1885 Hours) - 30001811

Project Coordinator, Provincial Blood Program Office – PIO (1885 hours) - 30000177

Resource Coordinator (Previously Community Health Services Coordinator) (1885 hours) -30000182

Resource Coordinator Specialist (1885 hours) 30000185 (Previously Program Facilitator 1)

Shared Care Mental Health Counselor (2015 hours) – 30000206

Senior Admin Secretary (1950 hours) - 30000203

Senior Primary Care Assistant (2015 hours) – 30000208

Service Coordinator – EPPIS (1950 hours) - 30001905 (Previously Community Health Services Specialist)

Social Worker BSW (1885 hours) - 30002280

Social Worker MSW – (2015) hours 30000703

Trauma Worker (1885 hours) – 30001460

Unit Assistant (2015 hours) - 30000210

Salary Schedule

Salary Schedule

Schedule "A" - Effective: April 1, 2014

SUPPORT CLASSIFICATIONS
General Increase 1.5%

Employer Classification	Annual Hours		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Year 20
Accounting Clerk 1	1885	Hourly	21.571	22.128	22.750	23.329	23.993	24.679	25.172
		Monthly	3,388.45	3,475.94	3,573.65	3,664.60	3,768.90	3,876.66	3,954.10
		Annual	40,661.34	41,711.28	42,883.75	43,975.17	45,226.81	46,519.92	47,449.22
Activities Instructor 2	2080	Hourly	19.031	19.621	20.296	20.992	21.700	22.396	22.845
		Monthly	3,298.71	3,400.97	3,517.97	3,638.61	3,761.33	3,881.97	3,959.80
		Annual	39,584.48	40,811.68	42,215.68	43,663.36	45,136.00	46,583.68	47,517.60
Admin Officer 1	1885	Hourly	24.336	25.203	26.094	27.047	28.055	29.073	29.654
		Monthly	3,822.78	3,958.97	4,098.93	4,248.63	4,406.97	4,566.88	4,658.15
		Annual	45,873.36	47,507.66	49,187.19	50,983.60	52,883.68	54,802.61	55,897.79
Admin Secretary 2	1885	Hourly	18.239	18.657	19.128	19.621	20.200	20.714	21.128
		Monthly	2,865.04	2,930.70	3,004.69	3,082.13	3,173.08	3,253.82	3,318.86
		Annual	34,380.52	35,168.45	36,056.28	36,985.59	38,077.00	39,045.89	39,826.28
Admin Secretary 2	1950	Hourly	18.239	18.657	19.128	19.621	20.200	20.714	21.128
		Monthly	2,963.84	3,031.76	3,108.30	3,188.41	3,282.50	3,366.03	3,433.30
		Annual	35,566.05	36,381.15	37,299.60	38,260.95	39,390.00	40,392.30	41,199.60
Admin Secretary 2	2015	Hourly	18.239	18.657	19.128	19.621	20.200	20.714	21.128
		Monthly	3,062.63	3,132.82	3,211.91	3,294.69	3,391.92	3,478.23	3,547.74
		Annual	36,751.59	37,593.86	38,542.92	39,536.32	40,703.00	41,738.71	42,572.92
Admin Secretary 3	1885	Hourly	20.842	21.399	21.989	22.579	23.190	23.854	24.331
		Monthly	3,273.93	3,361.43	3,454.11	3,546.79	3,642.76	3,747.07	3,822.00
		Annual	39,287.17	40,337.12	41,449.27	42,561.42	43,713.15	44,964.79	45,863.94
Admin Secretary 3	1950	Hourly	20.842	21.399	21.989	22.579	23.190	23.854	24.331
		Monthly	3,386.83	3,477.34	3,573.21	3,669.09	3,768.38	3,876.28	3,953.79
		Annual	40,641.90	41,728.05	42,878.55	44,029.05	45,220.50	46,515.30	47,445.45
Clerk 1	1885	Hourly	14.520	14.928	15.335	15.795			16.111
		Monthly	2,280.85	2,344.94	2,408.87	2,481.13			2,530.77
		Annual	27,370.20	28,139.28	28,906.48	29,773.58			30,369.24
Clerk 2	1885	Hourly	17.209	17.639	18.088	18.603	19.074	19.621	20.014
		Monthly	2,703.25	2,770.79	2,841.32	2,922.22	2,996.21	3,082.13	3,143.87
		Annual	32,438.97	33,249.52	34,095.88	35,066.66	35,954.49	36,985.59	37,726.39

Clerk 3	1885	Hourly	20.896	21.432	22.032	22.610	23.221	23.961	24.440
		Monthly	3,282.41	3,366.61	3,460.86	3,551.65	3,647.63	3,763.87	3,839.12
		Annual	39,388.96	40,399.32	41,530.32	42,619.85	43,771.59	45,166.49	46,069.40
Clerk 4	1885	Hourly	24.518	25.140	25.793	26.501	27.208	27.915	28.473
		Monthly	3,851.37	3,949.08	4,051.65	4,162.87	4,273.92	4,384.98	4,472.63
		Annual	46,216.43	47,388.90	48,619.81	49,954.39	51,287.08	52,619.78	53,671.61
Community Health Worker	2015	Hourly	19.396	19.696	19.996	20.296	20.607	20.907	21.325
		Monthly	3,256.91	3,307.29	3,357.66	3,408.04	3,460.26	3,510.63	3,580.82
		Annual	39,082.94	39,687.44	40,291.94	40,896.44	41,523.11	42,127.61	42,969.88
Occupational Therapy Assistant	2015	Hourly	17.255	17.767	18.302	18.850	19.417	19.996	20.395
		Monthly	2,990.87	3,079.61	3,172.35	3,267.33	3,365.61	3,465.97	3,424.66
		Annual	35,890.40	36,955.36	38,068.16	39,208.00	40,387.36	41,591.68	41,095.93
Primary Care Assistant	2015	Hourly	18.239	18.657	19.128	19.621	20.200	20.714	21.128
		Monthly	3,062.63	3,132.82	3,211.91	3,294.69	3,391.92	3,478.23	3,547.74
		Annual	36,751.59	37,593.86	38,542.92	39,536.32	40,703.00	41,738.71	42,572.92
Senior Primary Care Assistant	2015	Hourly	20.842	21.399	21.989	22.579	23.190	23.854	24.331
		Monthly	3,499.72	3,593.25	3,692.32	3,791.39	3,893.99	4,005.48	4,085.58
		Annual	41,996.63	43,118.99	44,307.84	45,496.69	46,727.85	48,065.81	49,026.97
Unit Assistant	2015	Hourly	17.255	17.767	18.302	18.850	19.417	19.996	20.395
		Monthly	2,990.87	3,079.61	3,172.35	3,267.33	3,365.61	3,465.97	3,424.66
		Annual	35,890.40	36,955.36	38,068.16	39,208.00	40,387.36	41,591.68	41,095.93

Professional Technical
General Increase 1.5%

Employer Classification	Annual Hours		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Year 20
Attendant - Crisis Services (New Position)	2080	Hourly	17.255	17.767	18.302	18.850	19.417	19.996					20.391
		Monthly	2,990.87	3,079.61	3,172.35	3,267.33	3,365.61	3,465.97					3,534.44
		Annual	35,890.40	36,955.36	38,068.16	39,208.00	40,387.36	41,591.68					42,413.28
Audiologist	1885	Hourly	34.632	36.080	37.471	38.872	40.344	41.967	43.591				44.463
		Monthly	5,440.11	5,667.57	5,886.07	6,106.14	6,337.37	6,592.32	6,847.42				6,984.40
		Annual	65,281.32	68,010.80	70,632.84	73,273.72	76,048.44	79,107.80	82,169.04				83,812.76
Care Connector - Primary Care (New Position)	1885	Hourly	30.766	31.815	32.995	34.184	35.448	36.755	38.181	39.681	41.213	42.435	43.284
		Monthly	4,832.83	4,997.61	5,182.97	5,369.74	5,568.29	5,773.60	5,997.60	6,233.22	6,473.88	6,665.83	6,799.20
		Annual	57,993.91	59,971.28	62,195.58	64,436.84	66,819.48	69,283.18	71,971.19	74,798.69	77,686.51	79,989.98	81,590.34

Clinical Dietitian - Public Health - PIO	1885	Hourly	30.766	31.815	32.995	34.184	35.448	36.755	38.181	39.681	41.213	42.435	43.284
		Monthly	4,832.83	4,997.61	5,182.97	5,369.74	5,568.29	5,773.60	5,997.60	6,233.22	6,473.88	6,665.83	6,799.20
		Annual	57,993.91	59,971.28	62,195.58	64,436.84	66,819.48	69,283.18	71,971.19	74,798.69	77,686.51	79,989.98	81,590.34
Clinical Dietitian - Public Health (Former Home Economist2)	1885	Hourly	27.090	28.022	29.061	30.112	31.237	32.372	33.670	34.944	36.263		36.988
		Monthly	4,255.39	4,401.79	4,565.00	4,730.09	4,906.81	5,085.10	5,289.00	5,489.12	5,696.31		5,810.20
		Annual	51,064.65	52,821.47	54,779.99	56,761.12	58,881.75	61,021.22	63,467.95	65,869.44	68,355.76		69,722.38
Clinical Team Leader - Crisis Ser (New Position)	2080	Hourly	32.995	34.184	35.631	36.917	38.374	39.842	41.450	43.056	44.782		45.677
		Monthly	5,719.13	5,925.23	6,176.04	6,398.95	6,651.49	6,905.95	7,184.67	7,463.04	7,762.21		7,917.35
		Annual	68,629.60	71,102.72	74,112.48	76,787.36	79,817.92	82,871.36	86,216.00	89,556.48	93,146.56		95,008.16
Comm Health Service Specialist (New Position)	1950	Hourly	30.766	31.815	32.995	34.184	35.448	36.755	38.181	39.681	41.213	42.435	43.284
		Monthly	4,999.48	5,169.94	5,361.69	5,554.90	5,760.30	5,972.69	6,204.41	6,448.16	6,697.11	6,895.69	7,033.65
		Annual	59,993.70	62,039.25	64,340.25	66,658.80	69,123.60	71,672.25	74,452.95	77,377.95	80,365.35	82,748.25	84,403.80
Community Health Services Coordinator	1885	Hourly	23.468	24.282	25.140	25.976	26.950	27.862	28.858	29.758			30.354
		Monthly	3,686.43	3,814.30	3,949.08	4,080.40	4,233.40	4,376.66	4,533.11	4,674.49			4,768.11
		Annual	44,237.18	45,771.57	47,388.90	48,964.76	50,800.75	52,519.87	54,397.33	56,093.83			57,217.29
Community Health Services Specialist	1885	Hourly	30.766	31.815	32.995	34.184	35.448	36.755	38.181	39.681	41.213	42.435	43.284
		Monthly	4,832.83	4,997.61	5,182.97	5,369.74	5,568.29	5,773.60	5,997.60	6,233.22	6,473.88	6,665.83	6,799.20
		Annual	57,993.91	59,971.28	62,195.58	64,436.84	66,819.48	69,283.18	71,971.19	74,798.69	77,686.51	79,989.98	81,590.34
Community Health Services Specialist	2080	Hourly	30.766	31.815	32.995	34.184	35.448	36.755	38.181	39.681	41.213	42.435	43.284
		Monthly	5,332.77	5,514.60	5,719.13	5,925.23	6,144.32	6,370.87	6,618.04	6,878.04	7,143.59	7,355.40	7,502.56
		Annual	63,993.28	66,175.20	68,629.60	71,102.72	73,731.84	76,450.40	79,416.48	82,536.48	85,723.04	88,264.80	90,030.72
Community Nutritionist - PIO	1885	Hourly	30.766	31.815	32.995	34.184	35.448	36.755	38.181	39.681	41.213	42.435	43.284
		Monthly	4,832.83	4,997.61	5,182.97	5,369.74	5,568.29	5,773.60	5,997.60	6,233.22	6,473.88	6,665.83	6,799.20
		Annual	57,993.91	59,971.28	62,195.58	64,436.84	66,819.48	69,283.18	71,971.19	74,798.69	77,686.51	79,989.98	81,590.34
Crisis Clinician - Walk-in Crisis Ser (New Position)	2080	Hourly	30.766	31.815	32.995	34.184	35.448	36.755	38.181	39.681	41.213	42.435	43.284
		Monthly	5,332.77	5,514.60	5,719.13	5,925.23	6,144.32	6,370.87	6,618.04	6,878.04	7,143.59	7,355.40	7,502.56
		Annual	63,993.28	66,175.20	68,629.60	71,102.72	73,731.84	76,450.40	79,416.48	82,536.48	85,723.04	88,264.80	90,030.72
Crisis Unit Practitioner	2080	Hourly	29.833	31.034	32.233	33.315	34.462	35.567	36.585	37.688	38.856		39.633
		Monthly	5,171.05	5,379.23	5,587.05	5,774.60	5,973.41	6,164.95	6,341.40	6,532.59	6,735.04		6,869.72
		Annual	62,052.64	64,550.72	67,044.64	69,295.20	71,680.96	73,979.36	76,096.80	78,391.04	80,820.48		82,436.64
Crisis Worker - Crisis Services (New Position)	2080	Hourly	19.031	19.621	20.296	20.992	21.700	22.396					22.845
		Monthly	3,298.71	3,400.97	3,517.97	3,638.61	3,761.33	3,881.97					3,959.80
		Annual	39,584.48	40,811.68	42,215.68	43,663.36	45,136.00	46,583.68					47,517.60

Dietitian	1950	Hourly	27.090	28.022	29.061	30.112	31.237	32.372	33.670	34.944	36.263	36.988
		Monthly	4,402.13	4,553.58	4,722.41	4,893.20	5,076.01	5,260.45	5,471.38	5,678.40	5,892.74	6,010.55
		Annual	52,825.50	54,642.90	56,668.95	58,718.40	60,912.15	63,125.40	65,656.50	68,140.80	70,712.85	72,126.60
Health Social Development Specialist	1885	Hourly	32.995	34.184	35.631	36.917	38.374	39.842	41.450	43.056	44.782	45.677
		Monthly	5,182.97	5,369.74	5,597.04	5,799.05	6,027.92	6,258.51	6,511.10	6,763.38	7,034.51	7,175.10
		Annual	62,195.58	64,436.84	67,164.44	69,588.55	72,334.99	75,102.17	78,133.25	81,160.56	84,414.07	86,101.15
Health Social Development Specialist	2080	Hourly	32.995	34.184	35.631	36.917	38.374	39.842	41.450	43.056	44.782	45.677
		Monthly	5,719.13	5,925.23	6,176.04	6,398.95	6,651.49	6,905.95	7,184.67	7,463.04	7,762.21	7,917.35
		Annual	68,629.60	71,102.72	74,112.48	76,787.36	79,817.92	82,871.36	86,216.00	89,556.48	93,146.56	95,008.16
Home Economist 3	1885	Hourly	30.112	31.387	32.609	33.809	35.106	36.520	37.935			38.693
		Monthly	4,730.09	4,930.38	5,122.33	5,310.83	5,514.57	5,736.68	5,958.96			6,078.03
		Annual	56,761.12	59,164.50	61,467.97	63,729.97	66,174.81	68,840.20	71,507.48			72,936.31
Occupational Therapist	1885	Hourly	34.707	35.299	36.046	36.604	36.716					37.449
		Monthly	5,451.89	5,544.89	5,662.23	5,749.88	5,767.47					5,882.61
		Annual	65,422.70	66,538.62	67,946.71	68,998.54	69,209.66					70,591.37
Program Consultant	1885	Hourly	32.973	34.206	35.470	36.863	38.320	39.799	41.450			42.278
		Monthly	5,179.51	5,373.19	5,571.75	5,790.56	6,019.43	6,251.76	6,511.10			6,641.17
		Annual	62,154.11	64,478.31	66,860.95	69,486.76	72,233.20	75,021.12	78,133.25			79,694.03
Project Coordinator, Provincial Blood Programs Officer - PIO	1885	Hourly	26.726	28.279	29.908	31.622	33.444	35.363				36.070
		Monthly	4,198.21	4,442.16	4,698.05	4,967.29	5,253.50	5,554.94				5,666.00
		Annual	50,378.51	53,305.92	56,376.58	59,607.47	63,041.94	66,659.26				67,991.95
Program Facilitator 1	1885	Hourly	25.675	26.554	27.497	28.558	29.597	30.701	31.912			32.550
		Monthly	4,033.12	4,171.19	4,319.32	4,485.99	4,649.20	4,822.62	5,012.84			5,113.06
		Annual	48,397.38	50,054.29	51,831.85	53,831.83	55,790.35	57,871.39	60,154.12			61,356.75
Shared Care Mental Health Counsellor	2015	Hourly	31.923	33.080	34.473	35.727	37.131	38.556	40.110	41.674	43.335	44.202
		Monthly	5,360.40	5,554.68	5,788.59	5,999.16	6,234.91	6,474.20	6,735.14	6,997.76	7,276.67	7,422.25
		Annual	64,324.85	66,656.20	69,463.10	71,989.91	74,818.97	77,690.34	80,821.65	83,973.11	87,320.03	89,067.03
Social Worker (BSW) (New Position)	1885	Hourly	27.449	28.453	29.425	30.518	31.624	32.790	34.000	35.342	36.697	38.102
		Monthly	4,311.78	4,469.49	4,622.18	4,793.87	4,967.60	5,150.76	5,340.83	5,551.64	5,764.49	5,985.19
		Annual	51,741.37	53,633.91	55,466.13	57,526.43	59,611.24	61,809.15	64,090.00	66,619.67	69,173.85	71,822.27

NURSING

General Increase 2%

Employer Classification	Annual Hours		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Year 20
Licensed Practical Nurse	2015	Hourly	25.705	26.539	27.372	28.379	29.309	30.338	31.420				32.048
		Monthly	4,316.30	4,456.34	4,596.22	4,765.31	4,921.47	5,094.26	5,275.94				5,381.39
		Annual	51,795.58	53,476.09	55,154.58	57,183.69	59,057.64	61,131.07	63,311.30				64,576.72

Nursing Instructor 2 - Mental Health	1885	Hourly	32.632	33.736	34.992	36.258	37.590	38.986	40.490	42.081	43.672	44.546
		Monthly	5,125.94	5,299.36	5,496.66	5,695.53	5,904.76	6,124.05	6,360.30	6,610.22	6,860.14	6,997.43
		Annual	61,511.32	63,592.36	65,959.92	68,346.33	70,857.15	73,488.61	76,323.65	79,322.69	82,321.72	83,969.21
Nursing Instructor 3 - Mental Health	1885	Hourly	33.736	34.980	36.214	37.524	38.844	40.262	41.778	43.337	44.992	45.892
		Monthly	5,299.36	5,494.78	5,688.62	5,894.40	6,101.75	6,324.49	6,562.63	6,807.52	7,067.49	7,208.87
		Annual	63,592.36	65,937.30	68,263.39	70,732.74	73,220.94	75,893.87	78,751.53	81,690.25	84,809.92	86,506.42
Nurse 3	2015	Hourly	34.180	35.327	36.550	37.719	38.802	39.970	41.215			42.039
		Monthly	5,739.39	5,931.99	6,137.35	6,333.65	6,515.50	6,711.63	6,920.69			7,059.05
		Annual	68,872.70	71,183.91	73,648.25	76,003.79	78,186.03	80,539.55	83,048.23			84,708.59
Nurse 3	2080	Hourly	34.180	35.327	36.550	37.719	38.802	39.970	41.215			42.039
		Monthly	5,924.53	6,123.35	6,335.33	6,537.96	6,725.68	6,928.13	7,143.93			7,286.76
		Annual	71,094.40	73,480.16	76,024.00	78,455.52	80,708.16	83,137.60	85,727.20			87,441.12
Crisis Clinician N3 - Crisis Services	2080	Hourly	34.180	35.327	36.550	37.719	38.802	39.970	41.215			42.039
		Monthly	5,924.53	6,123.35	6,335.33	6,537.96	6,725.68	6,928.13	7,143.93			7,286.76
		Annual	71,094.40	73,480.16	76,024.00	78,455.52	80,708.16	83,137.60	85,727.20			87,441.12
Nurse Educator	1885	Hourly	35.360	36.648	37.968	39.397	41.042	42.632	44.353	46.150		47.074
		Monthly	5,554.47	5,756.79	5,964.14	6,188.61	6,447.01	6,696.78	6,967.12	7,249.40		7,394.54
		Annual	66,653.60	69,081.48	71,569.68	74,263.35	77,364.17	80,361.32	83,605.41	86,992.75		88,734.49

Schedule "A" - Effective: October 1, 2014

NURSING**Market Adjustment 1.1%**

Employer Classification	Annual Hours		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Year 20
Licensed Practical Nurse	2015	Hourly	25.988	26.830	27.673	28.691	29.632	30.672	31.766				32.401
		Monthly	4,363.82	4,505.20	4,646.76	4,817.70	4,975.71	5,150.34	5,334.04				5,440.67
		Annual	52,365.82	54,062.45	55,761.10	57,812.37	59,708.48	61,804.08	64,008.49				65,288.02
Nursing Instructor 2 - Mental Health	1885	Hourly	32.991	34.107	35.377	36.657	38.003	39.415	40.936	42.544	44.152		45.036
		Monthly	5,182.34	5,357.64	5,557.14	5,758.20	5,969.64	6,191.44	6,430.36	6,682.95	6,935.54		7,074.41
		Annual	62,188.04	64,291.70	66,685.65	69,098.45	71,635.66	74,297.28	77,164.36	80,195.44	83,226.52		84,892.86
Nursing Instructor 3 - Mental Health	1885	Hourly	34.107	35.365	36.613	37.937	39.272	40.705	42.238	43.814	45.487		46.397
		Monthly	5,357.64	5,555.25	5,751.29	5,959.27	6,168.98	6,394.08	6,634.89	6,882.45	7,145.25		7,288.20
		Annual	64,291.70	66,663.03	69,015.51	71,511.25	74,027.72	76,728.93	79,618.63	82,589.39	85,743.00		87,458.35
Nurse 3	2015	Hourly	34.556	35.715	36.952	38.134	39.229	40.410	41.669				42.502
		Monthly	5,802.53	5,997.14	6,204.86	6,403.33	6,587.20	6,785.51	6,996.92				7,136.79
		Annual	69,630.34	71,965.73	74,458.28	76,840.01	79,046.44	81,426.15	83,963.04				85,641.53
Nurse 3	2080	Hourly	34.556	35.715	36.952	38.134	39.229	40.410	41.669				42.502
		Monthly	5,989.71	6,190.60	6,405.01	6,609.89	6,799.69	7,004.40	7,222.63				7,367.01
		Annual	71,876.48	74,287.20	76,860.16	79,318.72	81,596.32	84,052.80	86,671.52				88,404.16
Crisis Clinician N3 - Crisis Services	2080	Hourly	34.556	35.715	36.952	38.134	39.229	40.410	41.669				42.502
		Monthly	5,989.71	6,190.60	6,405.01	6,609.89	6,799.69	7,004.40	7,222.63				7,367.01
		Annual	71,876.48	74,287.20	76,860.16	79,318.72	81,596.32	84,052.80	86,671.52				88,404.16
Nurse Educator	1885	Hourly	35.749	37.051	38.386	39.830	41.493	43.101	44.841	46.658			47.592
		Monthly	5,615.57	5,820.10	6,029.80	6,256.63	6,517.86	6,770.45	7,043.77	7,329.19			7,475.91
		Annual	67,386.87	69,841.14	72,357.61	75,079.55	78,214.31	81,245.39	84,525.29	87,950.33			89,710.92

Schedule "A" - Effective: April 1, 2015

SUPPORT CLASSIFICATIONS

General Increase 1.5%

Employer Classification	Annual Hours		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Year 20
Accounting Clerk 1	1885	Hourly	21.894	22.460	23.091	23.679	24.352	25.049	25.550
		Monthly	3,439.18	3,528.09	3,627.21	3,719.58	3,825.29	3,934.78	4,013.48
		Annual	41,270.19	42,337.10	43,526.54	44,634.92	45,903.52	47,217.37	48,161.75
Activities Instructor 2	2080	Hourly	19.317	19.915	20.600	21.307	22.025	22.732	23.187
		Monthly	3,348.28	3,451.93	3,570.67	3,693.21	3,817.67	3,940.21	4,019.08
		Annual	40,179.36	41,423.20	42,848.00	44,318.56	45,812.00	47,282.56	48,228.96
Admin Officer 1	1885	Hourly	24.701	25.582	26.485	27.452	28.475	29.509	30.099
		Monthly	3,880.12	4,018.51	4,160.35	4,312.25	4,472.95	4,635.37	4,728.05
Admin Officer 2		Annual	46,561.39	48,222.07	49,924.23	51,747.02	53,675.38	55,624.47	56,736.62
Admin Secretary 2	1885	Hourly	18.512	18.937	19.415	19.915	20.503	21.025	21.445
		Monthly	2,907.93	2,974.69	3,049.77	3,128.32	3,220.68	3,302.68	3,368.65
		Annual	34,895.12	35,696.25	36,597.28	37,539.78	38,648.16	39,632.13	40,423.83
Admin Secretary 2	1950	Hourly	18.512	18.937	19.415	19.915	20.503	21.025	21.445
		Monthly	3,008.20	3,077.26	3,154.94	3,236.19	3,331.74	3,416.56	3,484.81
		Annual	36,098.40	36,927.15	37,859.25	38,834.25	39,980.85	40,998.75	41,817.75
Admin Secretary 2	2015	Hourly	18.512	18.937	19.415	19.915	20.503	21.025	21.445
		Monthly	3,108.47	3,179.84	3,260.10	3,344.06	3,442.80	3,530.45	3,600.97
		Annual	37,301.68	38,158.06	39,121.23	40,128.73	41,313.55	42,365.38	43,211.68
Admin Secretary 3	1885	Hourly	21.155	21.720	22.319	22.917	23.538	24.211	24.696
		Monthly	3,323.10	3,411.85	3,505.94	3,599.88	3,697.43	3,803.15	3,879.33
		Annual	39,877.18	40,942.20	42,071.32	43,198.55	44,369.13	45,637.74	46,551.96
Admin Secretary 3	1950	Hourly	21.155	21.720	22.319	22.917	23.538	24.211	24.696
		Monthly	3,437.69	3,529.50	3,626.84	3,724.01	3,824.93	3,934.29	4,013.10
		Annual	41,252.25	42,354.00	43,522.05	44,688.15	45,899.10	47,211.45	48,157.20
Clerk 1	1885	Hourly	14.737	15.152	15.565	16.032			16.353
		Monthly	2,314.94	2,380.13	2,445.00	2,518.36			2,568.78
		Annual	27,779.25	28,561.52	29,340.03	30,220.32			30,825.41
Clerk 2	1885	Hourly	17.467	17.903	18.360	18.882	19.360	19.915	20.314
		Monthly	2,743.78	2,812.26	2,884.05	2,966.05	3,041.13	3,128.32	3,190.99
		Annual	32,925.30	33,747.16	34,608.60	35,592.57	36,493.60	37,539.78	38,291.89

Clerk 3	1885	Hourly	21.209	21.753	22.362	22.949	23.569	24.321	24.807
		Monthly	3,331.58	3,417.03	3,512.70	3,604.91	3,702.30	3,820.42	3,896.77
		Annual	39,978.97	41,004.41	42,152.37	43,258.87	44,427.57	45,845.09	46,761.20
Clerk 4	1885	Hourly	24.886	25.517	26.180	26.898	27.616	28.333	28.900
		Monthly	3,909.18	4,008.30	4,112.44	4,225.23	4,338.01	4,450.64	4,539.71
		Annual	46,910.11	48,099.55	49,349.30	50,702.73	52,056.16	53,407.71	54,476.50
Community Health Worker	2015	Hourly	19.687	19.992	20.295	20.600	20.916	21.221	21.645
		Monthly	3,305.78	3,356.99	3,407.87	3,459.08	3,512.15	3,563.36	3,634.56
		Annual	39,669.31	40,283.88	40,894.43	41,509.00	42,145.74	42,760.32	43,614.68
Occupational Therapy Assistant	2015	Hourly	17.514	18.033	18.577	19.132	19.708	20.295	20.701
		Monthly	3,035.76	3,125.72	3,220.01	3,316.21	3,416.05	3,517.80	3,476.04
		Annual	36,429.12	37,508.64	38,640.16	39,794.56	40,992.64	42,213.60	41,712.52
Primary Care Assistant	2015	Hourly	18.512	18.937	19.415	19.915	20.503	21.025	21.445
		Monthly	3,108.47	3,179.84	3,260.10	3,344.06	3,442.80	3,530.45	3,600.97
		Annual	37,301.58	38,158.06	39,121.23	40,128.73	41,313.55	42,365.38	43,211.68
Senior Primary Care Assistant	2015	Hourly	21.155	21.720	22.319	22.917	23.538	24.211	24.696
		Monthly	3,552.28	3,647.15	3,747.73	3,848.15	3,952.42	4,065.43	4,146.87
		Annual	42,627.33	43,765.80	44,972.79	46,177.76	47,429.07	48,785.17	49,762.44
Unit Assistant	2015	Hourly	17.514	18.033	18.577	19.132	19.708	20.295	20.701
		Monthly	3,035.76	3,125.72	3,220.01	3,316.21	3,416.05	3,517.80	3,476.04
		Annual	36,429.12	37,508.64	38,640.16	39,794.56	40,992.64	42,213.60	41,712.52

Professional Technical

General Increase 1.5%

Employer Classification	Annual Hours		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Year 20
Attendant - Crisis Services II	2080	Hourly	17.514	18.033	18.577	19.132	19.708	20.295					20.697
		Monthly	3,035.76	3,125.72	3,220.01	3,316.21	3,416.05	3,517.80					3,587.48
		Annual	36,429.12	37,508.64	38,640.16	39,794.56	40,992.64	42,213.60					43,049.76
Audiologist	1885	Hourly	35.151	36.621	38.033	39.456	40.949	42.597	44.245				45.130
		Monthly	5,521.64	5,752.55	5,974.35	6,197.88	6,432.41	6,691.28	6,950.15				7,089.17
		Annual	66,259.64	69,030.59	71,692.21	74,374.56	77,188.87	80,295.35	83,401.83				85,070.05
Care Connector - Primary Care II	1885	Hourly	31.227	32.292	33.490	34.697	35.980	37.307	38.754	40.277	41.831	43.072	43.933
		Monthly	4,905.24	5,072.54	5,260.72	5,450.32	5,651.86	5,860.31	6,087.61	6,326.85	6,570.95	6,765.89	6,901.14
		Annual	58,862.90	60,870.42	63,128.65	65,403.85	67,822.30	70,323.70	73,051.29	75,922.15	78,851.44	81,190.72	82,813.71

Clinical Dietitian - Public Health - PIO	1885	Hourly	31.227	32.292	33.490	34.697	35.980	37.307	38.754	40.277	41.831	43.072	43.933
		Monthly	4,905.24	5,072.54	5,260.72	5,450.32	5,651.86	5,860.31	6,087.61	6,326.85	6,570.95	6,765.89	6,901.14
		Annual	58,862.90	60,870.42	63,128.65	65,403.85	67,822.30	70,323.70	73,051.29	75,922.15	78,851.44	81,190.72	82,813.71
Clinical Dietitian - Public Health (Former Home Economist 2)	1885	Hourly	27.497	28.442	29.497	30.564	31.705	32.858	34.175	35.469	36.807		37.542
		Monthly	4,319.32	4,467.76	4,633.49	4,801.10	4,980.33	5,161.44	5,368.32	5,571.59	5,781.77		5,897.22
		Annual	51,831.85	53,613.17	55,601.85	57,613.14	59,763.93	61,937.33	64,419.88	66,859.07	69,381.20		70,766.67
Clinical Team Leader - Crisis Ser	2080	Hourly	33.490	34.697	36.165	37.470	38.950	40.439	42.071	43.702	45.454		46.362
		Monthly	5,804.93	6,014.15	6,268.60	6,494.80	6,751.33	7,009.43	7,292.31	7,575.01	7,878.69		8,036.08
		Annual	69,659.20	72,169.76	75,223.20	77,937.60	81,016.00	84,113.12	87,507.68	90,900.16	94,544.32		96,432.96
Comm Health Service Specialist	1950	Hourly	31.227	32.292	33.490	34.697	35.980	37.307	38.754	40.277	41.831	43.072	43.933
		Monthly	5,074.39	5,247.45	5,442.13	5,638.26	5,846.75	6,062.39	6,297.53	6,545.01	6,797.54	6,999.20	7,139.11
		Annual	60,892.65	62,969.40	65,305.50	67,659.15	70,161.00	72,748.65	75,570.30	78,540.15	81,570.45	83,990.40	85,669.35
Community Health Services Coordinator	1885	Hourly	23.820	24.646	25.517	26.366	27.355	28.280	29.291	30.204			30.809
		Monthly	3,741.73	3,871.48	4,008.30	4,141.66	4,297.02	4,442.32	4,601.13	4,744.55			4,839.58
		Annual	44,900.70	46,457.71	48,099.55	49,699.91	51,564.18	53,307.80	55,213.54	56,934.54			58,074.97
Community Health Services Specialist	1885	Hourly	31.227	32.292	33.490	34.697	35.980	37.307	38.754	40.277	41.831	43.072	43.933
		Monthly	4,905.24	5,072.54	5,260.72	5,450.32	5,651.86	5,860.31	6,087.61	6,326.85	6,570.95	6,765.89	6,901.14
		Annual	58,862.90	60,870.42	63,128.65	65,403.85	67,822.30	70,323.70	73,051.29	75,922.15	78,851.44	81,190.72	82,813.71
Community Health Services Specialist	2080	Hourly	31.227	32.292	33.490	34.697	35.980	37.307	38.754	40.277	41.831	43.072	43.933
		Monthly	5,412.68	5,597.28	5,804.93	6,014.15	6,236.53	6,466.55	6,717.36	6,981.35	7,250.71	7,465.81	7,615.05
		Annual	64,952.16	67,167.36	69,659.20	72,169.76	74,838.40	77,598.56	80,608.32	83,776.16	87,008.48	89,589.76	91,380.64
Community Nutritionist - PIO	1885	Hourly	31.227	32.292	33.490	34.697	35.980	37.307	38.754	40.277	41.831	43.072	43.933
		Monthly	4,905.24	5,072.54	5,260.72	5,450.32	5,651.86	5,860.31	6,087.61	6,326.85	6,570.95	6,765.89	6,901.14
		Annual	58,862.90	60,870.42	63,128.65	65,403.85	67,822.30	70,323.70	73,051.29	75,922.15	78,851.44	81,190.72	82,813.71
Community Services Coordinator (New Position)	1885	Hourly	23.820	24.646	25.517	26.366	27.355	28.280	29.291	30.204			30.809
		Monthly	3,741.73	3,871.48	4,008.30	4,141.66	4,297.02	4,442.32	4,601.13	4,744.55			4,839.58
		Annual	44,900.70	46,457.71	48,099.55	49,699.91	51,564.18	53,307.80	55,213.54	56,934.54			58,074.97
Crisis Clinician - Walk-in Crisis Ser	2080	Hourly	31.227	32.292	33.490	34.697	35.980	37.307	38.754	40.277	41.831	43.072	43.933
		Monthly	5,412.68	5,597.28	5,804.93	6,014.15	6,236.53	6,466.55	6,717.36	6,981.35	7,250.71	7,465.81	7,615.05
		Annual	64,952.16	67,167.36	69,659.20	72,169.76	74,838.40	77,598.56	80,608.32	83,776.16	87,008.48	89,589.76	91,380.64
Crisis Unit Practitioner	2080	Hourly	30.280	31.499	32.717	33.815	34.979	36.100	37.133	38.253	39.439		40.227
		Monthly	5,248.53	5,459.83	5,670.95	5,861.27	6,063.03	6,257.33	6,436.39	6,630.52	6,836.09		6,972.68
		Annual	62,982.40	65,517.92	68,051.36	70,335.20	72,756.32	75,088.00	77,236.64	79,566.24	82,033.12		83,672.16

Crisis Worker - Crisis Services II	2080	Hourly	19,317	19,915	20,600	21,307	22,025	22,732				23,187
		Monthly	3,348.28	3,451.93	3,570.67	3,693.21	3,817.67	3,940.21				4,019.08
		Annual	40,179.36	41,423.20	42,848.00	44,318.56	45,812.00	47,282.56				48,228.96
Dietitian	1950	Hourly	27,497	28,442	29,497	30,564	31,705	32,858	34,175	35,469	36,807	37,542
		Monthly	4,468.26	4,621.83	4,793.26	4,966.65	5,152.06	5,339.43	5,553.44	5,763.71	5,981.14	6,100.58
		Annual	53,619.15	55,461.90	57,519.15	59,599.80	61,824.75	64,073.10	66,641.25	69,164.55	71,773.65	73,206.90
Health Social Development Specialist	1885	Hourly	33,490	34,697	36,165	37,470	38,950	40,439	42,071	43,702	45,454	46,362
		Monthly	5,260.72	5,450.32	5,680.92	5,885.91	6,118.40	6,352.29	6,608.65	6,864.86	7,140.07	7,282.70
		Annual	63,128.65	65,403.85	68,171.03	70,630.95	73,420.75	76,227.52	79,303.84	82,378.27	85,680.79	87,392.37
Health Social Development Specialist	2080	Hourly	33,490	34,697	36,165	37,470	38,950	40,439	42,071	43,702	45,454	46,362
		Monthly	5,804.93	6,014.15	6,268.60	6,494.80	6,751.33	7,009.43	7,292.31	7,575.01	7,878.69	8,036.08
		Annual	69,659.20	72,169.76	75,223.20	77,937.60	81,016.00	84,113.12	87,507.68	90,900.16	94,544.32	96,432.96
Home Economist 3	1885	Hourly	30,564	31,858	33,098	34,316	35,632	37,067	38,504			39,273
		Monthly	4,801.10	5,004.36	5,199.14	5,390.47	5,597.19	5,822.61	6,048.34			6,169.13
		Annual	57,613.14	60,052.33	62,389.73	64,685.66	67,166.32	69,871.30	72,580.04			74,029.61
Occupational Therapist	1885	Hourly	35,228	35,828	36,586	37,153	37,266					38,011
		Monthly	5,533.73	5,627.98	5,747.05	5,836.12	5,853.87					5,970.90
		Annual	66,404.78	67,535.78	68,964.61	70,033.41	70,246.41					71,650.74
Physiotherapist (New Position)	1885	Hourly	31,997	32,956	33,945	34,964	36,010	37,090				37,832
		Monthly	5,026.20	5,176.84	5,332.19	5,492.26	5,656.57	5,826.22				5,942.78
		Annual	60,314.35	62,122.06	63,986.33	65,907.14	67,878.85	69,914.65				71,313.32
Program Consultant	1885	Hourly	33,468	34,719	36,002	37,416	38,895	40,396	42,071			42,912
		Monthly	5,257.27	5,453.78	5,655.31	5,877.43	6,109.76	6,345.54	6,608.65			6,740.76
		Annual	63,087.18	65,445.32	67,863.77	70,529.16	73,317.08	76,146.46	79,303.84			80,889.12
Project Coordinator, Provincial Blood Programs Officer - PIO	1885	Hourly	27,127	28,703	30,357	32,097	33,946	35,893				36,611
		Monthly	4,261.20	4,508.76	4,768.58	5,041.90	5,332.35	5,638.19				5,750.98
		Annual	51,134.40	54,105.16	57,222.95	60,502.85	63,988.21	67,658.31				69,011.74
Program Facilitator 1	1885	Hourly	26,061	26,953	27,910	28,986	30,041	31,161	32,390			33,038
		Monthly	4,093.75	4,233.87	4,384.20	4,553.22	4,718.94	4,894.87	5,087.93			5,189.72
		Annual	49,124.99	50,806.41	52,610.35	54,638.61	56,627.29	58,738.49	61,055.15			62,276.63
Shared Care Mental Health Counsellor	2015	Hourly	32,402	33,576	34,991	36,263	37,688	39,134	40,711	42,299	43,985	44,865
		Monthly	5,440.84	5,637.97	5,875.57	6,089.16	6,328.44	6,571.25	6,836.06	7,102.71	7,385.82	7,533.58
		Annual	65,290.03	67,655.64	70,506.87	73,069.95	75,941.32	78,855.01	82,032.67	85,232.49	88,629.78	90,402.98
Social Worker (BSW)	1885	Hourly	27,860	28,880	29,866	30,976	32,099	33,281	34,510	35,872	37,248	38,674
		Monthly	4,376.34	4,536.57	4,691.45	4,865.81	5,042.22	5,227.89	5,420.95	5,634.89	5,851.04	6,075.04
		Annual	52,516.10	54,438.80	56,297.41	58,389.76	60,506.62	62,734.69	65,051.35	67,618.72	70,212.48	72,900.49

Social Worker MSW (New Position)	2015	Hourly	28,325	29,479	30,689	31,993	33,338	34,700	35,970	36,228	37,497	38,247
		Monthly	4,756.24	4,950.02	5,153.20	5,372.16	5,598.01	5,826.71	6,039.96	6,083.29	6,296.37	6,422.31
		Annual	57,074.88	59,400.19	61,838.34	64,465.90	67,176.07	69,920.50	72,479.55	72,999.42	75,556.46	77,067.71
Trauma Worker (New Position)	1885	Hourly	31,227	32,292	33,490	34,697	35,980	37,307	38,754	40,277	41,831	43,072
		Monthly	4,905.24	5,072.54	5,260.72	5,450.32	5,651.86	5,860.31	6,087.61	6,326.85	6,570.95	6,765.89
		Annual	58,862.90	60,870.42	63,128.65	65,403.85	67,822.30	70,323.70	73,051.29	75,922.15	78,851.44	81,190.72

NURSING

General Increase 2%

Employer Classification	Annual Hours		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Year 20
Licensed Practical Nurse	2015	Hourly	26.508	27.367	28.226	29.265	30.224	31.285	32.401				33.049
		Monthly	4,451.140	4,595.380	4,739.620	4,914.080	5,075.110	5,253.270	5,440.670				5,549.480
		Annual	53,413.620	55,144.510	56,875.390	58,968.980	60,901.360	63,039.280	65,288.020				66,593.740
Nursing Instructor 2 - Mental Health	1885	Hourly	33.651	34.789	36.084	37.390	38.763	40.203	41.754	43.395	45.035		45.936
		Monthly	5,286.010	5,464.770	5,668.200	5,873.350	6,089.020	6,315.220	6,558.860	6,816.630	7,074.250		7,215.780
		Annual	63,432.140	65,577.270	68,018.340	70,480.150	73,068.260	75,782.660	78,706.290	81,799.580	84,890.980		86,589.360
Nursing Instructor 3 - Mental Health	1885	Hourly	34.789	36.072	37.345	38.696	40.057	41.519	43.083	44.690	46.397		47.325
		Monthly	5,464.770	5,666.310	5,866.280	6,078.500	6,292.290	6,521.940	6,767.620	7,020.050	7,288.200		7,433.970
		Annual	65,577.270	67,995.720	70,395.330	72,941.960	75,507.450	78,263.320	81,211.460	84,240.650	87,458.350		89,207.630
Nurse 3	2015	Hourly	35.247	36.430	37.691	38.896	40.013	41.218	42.502				43.352
		Monthly	5,918.560	6,117.200	6,328.950	6,531.290	6,718.850	6,921.190	7,136.790				7,279.520
		Annual	71,022.710	73,406.450	75,947.370	78,375.440	80,626.200	83,054.270	85,641.530				87,354.280
Nurse 3	2080	Hourly	35.247	36.430	37.691	38.896	40.013	41.218	42.502				43.352
		Monthly	6,109.480	6,314.530	6,533.110	6,741.970	6,935.590	7,144.450	7,367.010				7,514.350
		Annual	73,313.760	75,774.400	78,397.280	80,903.680	83,227.040	85,733.440	88,404.160				90,172.160
Crisis Clinician N3 - Crisis Services	2080	Hourly	35.247	36.430	37.691	38.896	40.013	41.218	42.502				43.352
		Monthly	6,109.480	6,314.530	6,533.110	6,741.970	6,935.590	7,144.450	7,367.010				7,514.350
		Annual	73,313.760	75,774.400	78,397.280	80,903.680	83,227.040	85,733.440	88,404.160				90,172.160
Nurse Educator	1885	Hourly	36.464	37.792	39.154	40.627	42.323	43.963	45.738	47.591			48.544
		Monthly	5,727.890	5,936.490	6,150.440	6,381.830	6,648.240	6,905.860	7,184.680	7,475.750			7,625.450
		Annual	68,734.640	71,237.920	73,805.290	76,581.900	79,778.860	82,870.260	86,216.130	89,709.040			91,505.440

Schedule "A" - Effective: April 1, 2016

SUPPORT CLASSIFICATIONS

General Increase 2%

Employer Classification	Annual Hours		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Year 20
Accounting Clerk 1	1885	Hourly	22.332	22.909	23.553	24.152	24.840	25.550	26.061
		Monthly	3,507.99	3,598.62	3,699.78	3,793.88	3,901.95	4,013.48	4,093.75
		Annual	42,095.82	43,183.47	44,397.41	45,526.52	46,823.40	48,161.75	49,124.99
Activities Instructor 2	2080	Hourly	19.703	20.314	21.012	21.733	22.466	23.187	23.651
		Monthly	3,415.19	3,521.09	3,642.08	3,767.05	3,894.11	4,019.08	4,099.51
		Annual	40,982.24	42,253.12	43,704.96	45,204.64	46,729.28	48,228.96	49,194.08
Mental Health Support Worker (New Position)	2080	Hourly	19.703	20.314	21.012	21.733	22.466	23.187	23.651
		Monthly	3,415.19	3,521.09	3,642.08	3,767.05	3,894.11	4,019.08	4,099.51
		Annual	40,982.24	42,253.12	43,704.96	45,204.64	46,729.28	48,228.96	49,194.08
Admin Officer 1	1885	Hourly	25.195	26.093	27.015	28.001	29.045	30.099	30.701
		Monthly	3,957.72	4,098.78	4,243.61	4,398.49	4,562.49	4,728.05	4,822.62
		Annual	47,492.58	49,185.31	50,923.28	52,781.89	54,749.83	56,736.62	57,871.39
Admin Secretary 2	1885	Hourly	18.882	19.315	19.803	20.314	20.913	21.445	21.874
		Monthly	2,966.05	3,034.07	3,110.72	3,190.99	3,285.08	3,368.65	3,436.04
		Annual	35,592.57	36,408.78	37,328.66	38,291.89	39,421.01	40,423.83	41,232.49
Admin Secretary 2	1950	Hourly	18.882	19.315	19.803	20.314	20.913	21.445	21.874
		Monthly	3,068.33	3,138.69	3,217.99	3,301.03	3,398.36	3,484.81	3,554.53
		Annual	36,819.90	37,664.25	38,615.85	39,612.30	40,780.35	41,817.75	42,654.30
Admin Secretary 2	2015	Hourly	18.882	19.315	19.803	20.314	20.913	21.445	21.874
		Monthly	3,170.60	3,243.31	3,325.25	3,411.06	3,511.64	3,600.97	3,673.01
		Annual	38,047.23	38,919.73	39,903.05	40,932.71	42,139.70	43,211.68	44,076.11
Admin Secretary 3	1885	Hourly	21.578	22.155	22.765	23.376	24.008	24.696	25.189
		Monthly	3,389.54	3,480.18	3,576.00	3,671.98	3,771.26	3,879.33	3,956.77
		Annual	40,674.53	41,762.18	42,912.03	44,063.76	45,255.08	46,551.96	47,481.27
Admin Secretary 3	1950	Hourly	21.578	22.155	22.765	23.376	24.008	24.696	25.189
		Monthly	3,506.43	3,600.19	3,699.31	3,798.60	3,901.30	4,013.10	4,093.21
		Annual	42,077.10	43,202.25	44,391.75	45,583.20	46,815.60	48,157.20	49,118.55
Clerk 1	1885	Hourly	15.032	15.455	15.876	16.353			16.680
		Monthly	2,361.28	2,427.72	2,493.86	2,568.78			2,620.15
		Annual	28,335.32	29,132.68	29,926.26	30,825.41			31,441.80
Clerk 2	1885	Hourly	17.817	18.261	18.727	19.260	19.747	20.314	20.720
		Monthly	2,798.75	2,868.50	2,941.70	3,025.43	3,101.93	3,190.99	3,254.77
		Annual	33,585.05	34,421.99	35,300.40	36,305.10	37,223.10	38,291.89	39,057.20

Clerk 3	1885	Hourly	21.633	22.188	22.809	23.408	24.041	24.807	25.303
		Monthly	3,398.18	3,485.37	3,582.91	3,677.01	3,776.44	3,896.77	3,974.68
		Annual	40,778.21	41,824.38	42,994.97	44,124.08	45,317.29	46,761.20	47,696.16
Clerk 4	1885	Hourly	25.384	26.027	26.704	27.436	28.169	28.900	29.478
		Monthly	3,987.40	4,088.41	4,194.75	4,309.74	4,424.88	4,539.71	4,630.50
		Annual	47,848.84	49,060.90	50,337.04	51,716.86	53,098.57	54,476.50	55,566.03
Community Health Worker	2015	Hourly	20.080	20.391	20.701	21.012	21.334	21.645	22.078
		Monthly	3,371.77	3,423.99	3,476.04	3,528.27	3,582.33	3,634.56	3,707.26
		Annual	40,461.20	41,087.87	41,712.52	42,339.18	42,988.01	43,614.68	44,487.17
Occupational Therapy Assistant	2015	Hourly	17.864	18.394	18.949	19.515	20.102	20.701	21.115
		Monthly	3,096.43	3,188.29	3,284.49	3,382.60	3,484.35	3,588.17	3,545.56
		Annual	37,157.12	38,259.52	39,413.92	40,591.20	41,812.16	43,058.08	42,546.73
Primary Care Assistant (New Position)	1885	Hourly	18.882	19.315	19.803	20.314	20.913	21.445	21.874
		Monthly	2,966.05	3,034.07	3,110.72	3,190.99	3,285.08	3,368.65	3,436.04
		Annual	35,592.57	36,408.78	37,328.66	38,291.89	39,421.01	40,423.83	41,232.49
Primary Care Assistant	2015	Hourly	18.882	19.315	19.803	20.314	20.913	21.445	21.874
		Monthly	3,170.60	3,243.31	3,325.25	3,411.06	3,511.64	3,600.97	3,673.01
		Annual	38,047.23	38,919.73	39,903.05	40,932.71	42,139.70	43,211.68	44,076.11
Senior Primary Care Assistant	2015	Hourly	21.578	22.155	22.765	23.376	24.008	24.696	25.189
		Monthly	3,623.31	3,720.19	3,822.62	3,925.22	4,031.34	4,146.87	4,229.65
		Annual	43,479.67	44,642.33	45,871.48	47,102.64	48,376.12	49,762.44	50,755.84
Unit Assistant	2015	Hourly	17.864	18.394	18.949	19.515	20.102	20.701	21.115
		Monthly	3,096.43	3,188.29	3,284.49	3,382.60	3,484.35	3,588.17	3,545.56
		Annual	37,157.12	38,259.52	39,413.92	40,591.20	41,812.16	43,058.08	42,546.73

Professional Technical

General Increase 2.0%

Employer Classification	Annual Hours		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Year 20
Attendant - Crisis Services II	2080	Hourly	17.864	18.394	18.949	19.515	20.102	20.701					21.111
		Monthly	3,096.43	3,188.29	3,284.49	3,382.60	3,484.35	3,588.17					3,659.24
		Annual	37,157.12	38,259.52	39,413.92	40,591.20	41,812.16	43,058.08					43,910.88
Audiologist	1885	Hourly	35.854	37.354	38.793	40.245	41.768	43.449	45.130				46.033
		Monthly	5,632.07	5,867.69	6,093.73	6,321.82	6,561.06	6,825.11	7,089.17				7,231.02
		Annual	67,584.79	70,412.29	73,124.81	75,861.83	78,732.68	81,901.37	85,070.05				86,772.21
Care Connector - Primary Care II	1885	Hourly	31.852	32.938	34.159	35.391	36.699	38.053	39.529	41.082	42.668	43.933	44.812
		Monthly	5,003.42	5,174.01	5,365.81	5,559.34	5,764.80	5,977.49	6,209.35	6,453.30	6,702.43	6,901.14	7,039.22
		Annual	60,041.02	62,088.13	64,389.72	66,712.04	69,177.62	71,729.91	74,512.17	77,439.57	80,429.18	82,813.71	84,470.62

Clinical Dietitian - Public Health - PIO	1885	Hourly	31.852	32.938	34.159	35.391	36.699	38.053	39.529	41.082	42.668	43.933	44.812
		Monthly	5,003.42	5,174.01	5,365.81	5,559.34	5,764.80	5,977.49	6,209.35	6,453.30	6,702.43	6,901.14	7,039.22
		Annual	60,041.02	62,088.13	64,389.72	66,712.04	69,177.62	71,729.91	74,512.17	77,439.57	80,429.18	82,813.71	84,470.62
Clinical Dietitian - Public Health (Former Home Economist 2)	1885	Hourly	28.047	29.011	30.087	31.175	32.339	33.515	34.858	36.178	37.543		38.293
		Monthly	4,405.72	4,557.15	4,726.17	4,897.07	5,079.92	5,264.65	5,475.61	5,682.96	5,897.38		6,015.19
		Annual	52,868.60	54,685.74	56,714.00	58,764.88	60,959.02	63,175.78	65,707.33	68,195.53	70,768.56		72,182.31
Clinical Team Leader - Crisis Ser	2080	Hourly	34.159	35.391	36.888	38.220	39.729	41.248	42.913	44.576	46.363		47.289
		Monthly	5,920.89	6,134.44	6,393.92	6,624.80	6,886.36	7,149.65	7,438.25	7,726.51	8,036.25		8,196.76
		Annual	71,050.72	73,613.28	76,727.04	79,497.60	82,636.32	85,795.84	89,259.04	92,718.08	96,435.04		98,361.12
Service Coordinator - EPPIS (Former Comm Health Serv Specialist)	1950	Hourly	31.852	32.938	34.159	35.391	36.699	38.053	39.529	41.082	42.668	43.933	44.812
		Monthly	5,175.95	5,352.43	5,550.84	5,751.04	5,963.59	6,183.61	6,423.46	6,675.83	6,933.55	7,139.11	7,281.95
		Annual	62,111.40	64,229.10	66,610.05	69,012.45	71,563.05	74,203.35	77,081.55	80,109.90	83,202.60	85,669.35	87,383.40
Resource Coordinator (Former Community Health Services Coordinator)	1885	Hourly	24.296	25.139	26.027	26.893	27.902	28.845	29.877	30.808			31.425
		Monthly	3,816.50	3,948.92	4,088.41	4,224.44	4,382.94	4,531.07	4,693.18	4,839.42			4,936.34
		Annual	45,797.96	47,387.02	49,060.90	50,693.31	52,595.27	54,372.83	56,318.15	58,073.08			59,236.13
Outreach Worker (New Classification)	1885	Hourly	24.296	25.139	26.027	26.893	27.902	28.845	29.877	30.808			31.425
		Monthly	3,816.50	3,948.92	4,088.41	4,224.44	4,382.94	4,531.07	4,693.18	4,839.42			4,936.34
		Annual	45,797.96	47,387.02	49,060.90	50,693.31	52,595.27	54,372.83	56,318.15	58,073.08			59,236.13
Community Health Services Specialist	1885	Hourly	31.852	32.938	34.159	35.391	36.699	38.053	39.529	41.082	42.668	43.933	44.812
		Monthly	5,003.42	5,174.01	5,365.81	5,559.34	5,764.80	5,977.49	6,209.35	6,453.30	6,702.43	6,901.14	7,039.22
		Annual	60,041.02	62,088.13	64,389.72	66,712.04	69,177.62	71,729.91	74,512.17	77,439.57	80,429.18	82,813.71	84,470.62
Program Liason - Special Contracts Unit	1885	Hourly	31.852	32.938	34.159	35.391	36.699	38.053	39.529	41.082	42.668	43.933	44.812
		Monthly	5,003.42	5,174.01	5,365.81	5,559.34	5,764.80	5,977.49	6,209.35	6,453.30	6,702.43	6,901.14	7,039.22
		Annual	60,041.02	62,088.13	64,389.72	66,712.04	69,177.62	71,729.91	74,512.17	77,439.57	80,429.18	82,813.71	84,470.62
Crisis Clinician (Former Community Health Services Specialist)	2080	Hourly	31.852	32.938	34.159	35.391	36.699	38.053	39.529	41.082	42.668	43.933	44.812
		Monthly	5,521.01	5,709.25	5,920.89	6,134.44	6,361.16	6,595.85	6,851.69	7,120.88	7,395.79	7,615.05	7,767.41
		Annual	66,252.16	68,511.04	71,050.72	73,613.28	76,333.92	79,150.24	82,220.32	85,450.56	88,749.44	91,380.64	93,208.96
Community Nutritionist - PIO	1885	Hourly	31.852	32.938	34.159	35.391	36.699	38.053	39.529	41.082	42.668	43.933	44.812
		Monthly	5,003.42	5,174.01	5,365.81	5,559.34	5,764.80	5,977.49	6,209.35	6,453.30	6,702.43	6,901.14	7,039.22
		Annual	60,041.02	62,088.13	64,389.72	66,712.04	69,177.62	71,729.91	74,512.17	77,439.57	80,429.18	82,813.71	84,470.62
Community Services Coordinator	1885	Hourly	24.296	25.139	26.027	26.893	27.902	28.845	29.877	30.808			31.425
		Monthly	3,816.50	3,948.92	4,088.41	4,224.44	4,382.94	4,531.07	4,693.18	4,839.42			4,936.34
		Annual	45,797.96	47,387.02	49,060.90	50,693.31	52,595.27	54,372.83	56,318.15	58,073.08			59,236.13
Crisis Unit Practitioner	2080	Hourly	30.886	32.129	33.371	34.491	35.679	36.822	37.876	39.018	40.228		41.032
		Monthly	5,353.57	5,569.03	5,784.31	5,978.44	6,184.36	6,382.48	6,565.17	6,763.12	6,972.85		7,112.21
		Annual	64,242.88	66,828.32	69,411.68	71,741.28	74,212.32	76,589.76	78,782.08	81,157.44	83,674.24		85,346.56

Crisis Worker II (Former Crisis Worker - Crisis Services)	2080	Hourly	19.703	20.314	21.012	21.733	22.466	23.187				23.651
		Monthly	3,415.19	3,521.09	3,642.08	3,767.05	3,894.11	4,019.08				4,099.51
		Annual	40,982.24	42,253.12	43,704.96	45,204.64	46,729.28	48,228.96				49,194.08
Clinical Dietitian (Former Dietitian)	1950	Hourly	28.047	29.011	30.087	31.175	32.339	33.515	34.858	36.178	37.543	38.293
		Monthly	4,557.64	4,714.29	4,889.14	5,065.94	5,255.09	5,446.19	5,664.43	5,878.93	6,100.74	6,222.61
		Annual	54,691.65	56,571.45	58,669.65	60,791.25	63,061.05	65,354.25	67,973.10	70,547.10	73,208.85	74,671.35
Health Social Development Specialist	1885	Hourly	34.159	35.391	36.888	38.220	39.729	41.248	42.913	44.576	46.363	47.289
		Monthly	5,365.81	5,559.34	5,794.49	6,003.73	6,240.76	6,479.37	6,740.92	7,002.15	7,282.86	7,428.31
		Annual	64,389.72	66,712.04	69,533.88	72,044.70	74,889.17	77,752.48	80,891.01	84,025.76	87,394.26	89,139.77
Clinical Team Leader (Former Health Social Development Specialist)	2080	Hourly	34.159	35.391	36.888	38.220	39.729	41.248	42.913	44.576	46.363	47.289
		Monthly	5,920.89	6,134.44	6,393.92	6,624.80	6,886.36	7,149.65	7,438.25	7,726.51	8,036.25	8,196.76
		Annual	71,050.72	73,613.28	76,727.04	79,497.60	82,636.32	85,795.84	89,259.04	92,718.08	96,435.04	98,361.12
Occupational Therapist	1885	Hourly	35.932	36.545	37.318	37.896	38.012					38.771
		Monthly	5,644.32	5,740.61	5,862.04	5,952.83	5,971.05					6,090.28
		Annual	67,731.82	68,887.33	70,344.43	71,433.96	71,652.62					73,083.34
Physiotherapist	1885	Hourly	32.637	33.615	34.624	35.663	36.731	37.832				38.589
		Monthly	5,126.73	5,280.36	5,438.85	5,602.06	5,769.83	5,942.78				6,061.69
		Annual	61,520.75	63,364.28	65,266.24	67,224.76	69,237.94	71,313.32				72,740.27
Program Consultant	1885	Hourly	34.137	35.413	36.722	38.164	39.673	41.204	42.913			43.770
		Monthly	5,362.35	5,562.79	5,768.41	5,994.93	6,231.97	6,472.46	6,740.92			6,875.54
		Annual	64,348.25	66,753.51	69,220.97	71,939.14	74,783.61	77,669.54	80,891.01			82,506.45
Project Coordinator, Provincial Blood Programs Officer - PIO	1885	Hourly	27.669	29.277	30.964	32.739	34.625	36.611				37.343
		Monthly	4,346.34	4,598.93	4,863.93	5,142.75	5,439.01	5,750.98				5,865.96
		Annual	52,156.07	55,187.15	58,367.14	61,713.02	65,268.13	69,011.74				70,391.56
Resource Coordinator Specialist (Former Program Facilitator 1)	1885	Hourly	26.582	27.492	28.468	29.566	30.642	31.784	33.038			33.699
		Monthly	4,175.59	4,318.54	4,471.85	4,644.33	4,813.35	4,992.74	5,189.72			5,293.55
		Annual	50,107.07	51,822.42	53,662.18	55,731.91	57,760.17	59,912.84	62,276.63			63,522.62
Shared Care Mental Health Counsellor	2015	Hourly	33.050	34.248	35.690	36.988	38.441	39.917	41.526	43.145	44.865	45.763
		Monthly	5,549.65	5,750.81	5,992.95	6,210.90	6,454.89	6,702.73	6,972.91	7,244.77	7,533.58	7,684.37
		Annual	66,595.75	69,009.72	71,915.35	74,530.82	77,458.62	80,432.76	83,674.89	86,937.18	90,402.98	92,212.45
Social Worker (BSW)	1885	Hourly	28.418	29.458	30.464	31.595	32.741	33.947	35.201	36.590	37.993	39.447
		Monthly	4,463.99	4,627.36	4,785.39	4,963.05	5,143.07	5,332.51	5,529.49	5,747.68	5,968.07	6,196.47
		Annual	53,567.93	55,528.33	57,424.64	59,556.58	61,716.79	63,990.10	66,353.89	68,972.15	71,616.81	74,357.60

Social Worker MSW	2015	Hourly	28.892	30.068	31.303	32.632	34.005	35.394	36.690	36.952	38.247	39.012
		Monthly	4,851.45	5,048.92	5,256.30	5,479.46	5,710.01	5,943.24	6,160.86	6,204.86	6,422.31	6,550.77
		Annual	58,217.38	60,587.02	63,075.55	65,753.48	68,520.08	71,318.91	73,930.35	74,458.28	77,067.71	78,609.18
Trauma Worker	1885	Hourly	31.852	32.938	34.159	35.391	36.699	38.053	39.529	41.082	42.668	43.933
		Monthly	5,003.42	5,174.01	5,365.81	5,559.34	5,764.80	5,977.49	6,209.35	6,453.30	6,702.43	6,901.14
		Annual	60,041.02	62,088.13	64,389.72	66,712.04	69,177.62	71,729.91	74,512.17	77,439.57	80,429.18	82,813.71

NURSING

General Increase 2%

Employer Classification	Annual Hours		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Year 20
Licensed Practical Nurse	2015	Hourly	27.038	27.914	28.791	29.850	30.829	31.911	33.049				33.710
		Monthly	4,540.13	4,687.23	4,834.49	5,012.31	5,176.70	5,358.39	5,549.48				5,660.47
		Annual	54,481.57	56,246.71	58,013.87	60,147.75	62,120.44	64,300.67	66,593.74				67,925.65
Mental Health Nursing Instructor 2	1885	Hourly	34.324	35.485	36.806	38.138	39.538	41.007	42.589	44.263	45.936		46.855
		Monthly	5,391.73	5,574.10	5,781.61	5,990.84	6,210.76	6,441.52	6,690.02	6,952.98	7,215.78		7,360.14
		Annual	64,700.74	66,889.23	69,379.31	71,890.13	74,529.13	77,298.20	80,280.27	83,435.76	86,589.36		88,321.68
Mental Health Nursing Instructor 3	1885	Hourly	35.485	36.794	38.092	39.470	40.858	42.350	43.944	45.584	47.325		48.271
		Monthly	5,574.10	5,779.72	5,983.62	6,200.08	6,418.11	6,652.48	6,902.87	7,160.49	7,433.97		7,582.57
		Annual	66,889.23	69,356.69	71,803.42	74,400.95	77,017.33	79,829.75	82,834.44	85,925.84	89,207.63		90,990.84
Nurse 3	2015	Hourly	35.952	37.158	38.445	39.674	40.813	42.042	43.352				44.219
		Monthly	6,036.94	6,239.45	6,455.56	6,661.93	6,853.18	7,059.55	7,279.52				7,425.11
		Annual	72,443.28	74,873.37	77,466.68	79,943.11	82,238.20	84,714.63	87,354.28				89,101.29
Nurse 3	2080	Hourly	35.952	37.158	38.445	39.674	40.813	42.042	43.352				44.219
		Monthly	6,231.68	6,440.72	6,663.80	6,876.83	7,074.25	7,287.28	7,514.35				7,664.63
		Annual	74,780.16	77,288.64	79,965.60	82,521.92	84,891.04	87,447.36	90,172.16				91,975.52
Crisis Clinician N3 - Crisis Services	2080	Hourly	35.952	37.158	38.445	39.674	40.813	42.042	43.352				44.219
		Monthly	6,231.68	6,440.72	6,663.80	6,876.83	7,074.25	7,287.28	7,514.35				7,664.63
		Annual	74,780.16	77,288.64	79,965.60	82,521.92	84,891.04	87,447.36	90,172.16				91,975.52
Nurse Educator	1885	Hourly	37.193	38.548	39.937	41.439	43.169	44.843	46.653	48.543			49.514
		Monthly	5,842.40	6,055.25	6,273.44	6,509.38	6,781.13	7,044.09	7,328.41	7,625.30			7,777.82
		Annual	70,108.81	72,662.98	75,281.25	78,112.52	81,373.57	84,529.06	87,940.91	91,503.56			93,333.89

Schedule "A" - Effective: October 1, 2016

NURSING

Market Adjustment 1%

Employer Classification	Annual Hours		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Year 20
Licensed Practical Nurse	2015	Hourly	27.308	28.194	29.079	30.149	31.137	32.230	33.380				34.047
		Monthly	4,585.47	4,734.24	4,882.85	5,062.52	5,228.42	5,411.95	5,605.06				5,717.06
		Annual	55,025.62	56,810.91	58,594.19	60,750.24	62,741.06	64,943.45	67,260.70				68,604.71
Mental Health Nursing Instructor 2	1885	Hourly	34.667	35.840	37.174	38.519	39.934	41.417	43.015	44.705	46.395		47.324
		Monthly	5,445.61	5,629.87	5,839.42	6,050.69	6,272.97	6,505.92	6,756.94	7,022.41	7,287.88		7,433.81
		Annual	65,347.30	67,558.40	70,072.99	72,608.32	75,275.59	78,071.05	81,083.28	84,268.93	87,454.58		89,205.74
Mental Health Nursing Instructor 3	1885	Hourly	35.840	37.162	38.473	39.864	41.267	42.773	44.384	46.039	47.798		48.754
		Monthly	5,629.87	5,837.53	6,043.47	6,261.97	6,482.36	6,718.93	6,971.99	7,231.96	7,508.27		7,658.44
		Annual	67,558.40	70,050.37	72,521.61	75,143.64	77,788.30	80,627.11	83,663.84	86,783.52	90,099.23		91,901.29
Nurse 3	2015	Hourly	36.312	37.530	38.830	40.071	41.222	42.463	43.786				44.661
		Monthly	6,097.39	6,301.91	6,520.20	6,728.59	6,921.86	7,130.25	7,352.40				7,499.33
		Annual	73,168.68	75,622.95	78,242.45	80,743.07	83,062.33	85,562.95	88,228.79				89,991.92
Nurse 3	2080	Hourly	36.312	37.530	38.830	40.071	41.222	42.463	43.786				44.661
		Monthly	6,294.08	6,505.20	6,730.53	6,945.64	7,145.15	7,360.25	7,589.57				7,741.24
		Annual	75,528.96	78,062.40	80,766.40	83,347.68	85,741.76	88,323.04	91,074.88				92,894.88
Crisis Clinician N3 - Crisis Services	2080	Hourly	36.312	37.530	38.830	40.071	41.222	42.463	43.786				44.661
		Monthly	6,294.08	6,505.20	6,730.53	6,945.64	7,145.15	7,360.25	7,589.57				7,741.24
		Annual	75,528.96	78,062.40	80,766.40	83,347.68	85,741.76	88,323.04	91,074.88				92,894.88
Nurse Educator	1885	Hourly	37.565	38.934	40.336	41.854	43.601	45.291	47.119	49.028			50.010
		Monthly	5,900.84	6,115.88	6,336.11	6,574.57	6,848.99	7,114.46	7,401.61	7,701.48			7,855.74
		Annual	70,810.03	73,390.59	76,033.36	78,894.79	82,187.89	85,373.54	88,819.32	92,417.78			94,268.85

Schedule "A" - Effective: April 1, 2017

SUPPORT CLASSIFICATIONS

General Increase 2.0%

Employer Classification	Annual Hours		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Year 20
Accounting Clerk 1	1885	Hourly	22,779	23,367	24,024	24,635	25,336	26,061	26,582
		Monthly	3,578.20	3,670.57	3,773.77	3,869.75	3,979.86	4,093.75	4,175.59
		Annual	42,938.42	44,046.80	45,285.24	46,436.98	47,758.36	49,124.99	50,107.07
Activities Instructor 2	2080	Hourly	20,097	20,720	21,433	22,168	22,915	23,650	24,124
		Monthly	3,483.48	3,591.47	3,715.05	3,842.45	3,971.93	4,099.33	4,181.49
		Annual	41,801.76	43,097.60	44,580.64	46,109.44	47,663.20	49,192.00	50,177.92
Mental Health Support Worker	2080	Hourly	20,097	20,720	21,433	22,168	22,915	23,650	24,124
		Monthly	3,483.48	3,591.47	3,715.05	3,842.45	3,971.93	4,099.33	4,181.49
		Annual	41,801.76	43,097.60	44,580.64	46,109.44	47,663.20	49,192.00	50,177.92
Admin Officer 1	1885	Hourly	25,699	26,615	27,555	28,561	29,626	30,701	31,315
		Monthly	4,036.89	4,180.77	4,328.43	4,486.46	4,653.75	4,822.62	4,919.07
		Annual	48,442.62	50,169.28	51,941.18	53,837.49	55,845.01	57,871.39	59,028.78
Admin Secretary 2	1885	Hourly	19,260	19,702	20,199	20,720	21,331	21,874	22,312
		Monthly	3,025.43	3,094.86	3,172.93	3,254.77	3,350.75	3,436.04	3,504.84
		Annual	36,305.10	37,138.27	38,075.12	39,057.20	40,208.94	41,232.49	42,058.12
Admin Secretary 2	1950	Hourly	19,260	19,702	20,199	20,720	21,331	21,874	22,312
		Monthly	3,129.75	3,201.58	3,282.34	3,367.00	3,466.29	3,554.53	3,625.70
		Annual	37,557.00	38,418.90	39,388.05	40,404.00	41,595.45	42,654.30	43,508.40
Admin Secretary 2	2015	Hourly	19,260	19,702	20,199	20,720	21,331	21,874	22,312
		Monthly	3,234.08	3,308.29	3,391.75	3,479.23	3,581.83	3,673.01	3,746.56
		Annual	38,808.90	39,699.53	40,700.99	41,750.80	42,981.97	44,076.11	44,958.68
Admin Secretary 3	1885	Hourly	22,009	22,598	23,220	23,843	24,488	25,189	25,693
		Monthly	3,457.25	3,549.77	3,647.48	3,745.34	3,846.66	3,956.77	4,035.94
		Annual	41,486.97	42,597.23	43,769.70	44,944.06	46,159.88	47,481.27	48,431.31
Admin Secretary 3	1950	Hourly	22,009	22,598	23,220	23,843	24,488	25,189	25,693
		Monthly	3,576.46	3,672.18	3,773.25	3,874.49	3,979.30	4,093.21	4,175.11
		Annual	42,917.55	44,066.10	45,279.00	46,493.85	47,751.60	49,118.55	50,101.35
Clerk 1	1885	Hourly	15,333	15,764	16,193	16,680			17,013
		Monthly	2,408.56	2,476.26	2,543.65	2,620.15			2,672.46
		Annual	28,902.71	29,715.14	30,523.81	31,441.80			32,069.51

Clerk 2	1885	Hourly	18.173	18.627	19.101	19.645	20.142	20.720	21.135
		Monthly	2,854.68	2,925.99	3,000.45	3,085.90	3,163.97	3,254.77	3,319.96
		Annual	34,256.11	35,111.90	36,005.39	37,030.83	37,967.67	39,057.20	39,839.48
Clerk 3	1885	Hourly	22.066	22.632	23.265	23.876	24.522	25.303	25.809
		Monthly	3,466.20	3,555.11	3,654.54	3,750.52	3,852.00	3,974.68	4,054.16
		Annual	41,594.41	42,661.32	43,854.53	45,006.26	46,223.97	47,696.16	48,649.97
Clerk 4	1885	Hourly	25.892	26.547	27.238	27.985	28.732	29.478	30.067
		Monthly	4,067.20	4,170.09	4,278.64	4,395.98	4,513.32	4,630.50	4,723.03
		Annual	48,806.42	50,041.10	51,343.63	52,751.73	54,159.82	55,566.03	56,676.30
Community Health Worker	2015	Hourly	20.482	20.799	21.115	21.433	21.761	22.078	22.519
		Monthly	3,439.27	3,492.50	3,545.56	3,598.96	3,654.04	3,707.26	3,781.32
		Annual	41,271.23	41,909.99	42,546.73	43,187.50	43,848.42	44,487.17	45,375.79
Occupational Therapy Assistant	2015	Hourly	18.221	18.762	19.328	19.905	20.504	21.115	21.538
		Monthly	3,158.31	3,252.08	3,350.19	3,450.20	3,554.03	3,659.93	3,616.59
		Annual	37,899.68	39,024.96	40,202.24	41,402.40	42,648.32	43,919.20	43,399.07
Primary Care Assistant	2015	Hourly	19.260	19.702	20.199	20.720	21.331	21.874	22.312
		Monthly	3,025.43	3,094.86	3,172.93	3,254.77	3,350.75	3,436.04	3,504.84
		Annual	36,305.10	37,138.27	38,075.12	39,057.20	40,208.94	41,232.49	42,058.12
Primary Care Assistant	2015	Hourly	19.260	19.702	20.199	20.720	21.331	21.874	22.312
		Monthly	3,234.08	3,308.29	3,391.75	3,479.23	3,581.83	3,673.01	3,746.56
		Annual	38,808.90	39,699.53	40,700.99	41,750.80	42,981.97	44,076.11	44,958.68
Senior Primary Care Assistant	2015	Hourly	22.009	22.598	23.220	23.843	24.488	25.189	25.693
		Monthly	3,695.68	3,794.58	3,899.03	4,003.64	4,111.94	4,229.65	4,314.28
		Annual	44,348.14	45,534.97	46,788.30	48,043.65	49,343.32	50,755.84	51,771.40
Unit Assistant	2015	Hourly	18.221	18.762	19.328	19.905	20.504	21.115	21.538
		Monthly	3,158.31	3,252.08	3,350.19	3,450.20	3,554.03	3,659.93	3,616.59
		Annual	37,899.68	39,024.96	40,202.24	41,402.40	42,648.32	43,919.20	43,399.07

Professional Technical

General Increase 2.0%

Employer Classification	Annual Hours	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Year 20
Attendant - Crisis Services	2080	Hourly	18.221	18.762	19.328	19.905	20.504	21.115				21.533
		Monthly	3,158.31	3,252.08	3,350.19	3,450.20	3,554.03	3,659.93				3,732.39
		Annual	37,899.68	39,024.96	40,202.24	41,402.40	42,648.32	43,919.20				44,788.64

Audiologist	1885	Hourly	36.571	38.101	39.569	41.050	42.604	44.318	46.033				46.953
		Monthly	5,744.70	5,985.03	6,215.63	6,448.27	6,692.38	6,961.62	7,231.02				7,375.53
		Annual	68,936.34	71,820.39	74,587.57	77,379.25	80,308.54	83,539.43	86,772.21				88,506.41
Care Connector - Primary Care	1885	Hourly	32.489	33.597	34.843	36.099	37.433	38.814	40.320	41.904	43.521	44.812	45.708
		Monthly	5,103.48	5,277.53	5,473.26	5,670.55	5,880.10	6,097.03	6,333.60	6,582.42	6,836.42	7,039.22	7,179.97
		Annual	61,241.77	63,330.35	65,679.06	68,046.62	70,561.21	73,164.39	76,003.20	78,989.04	82,037.09	84,470.62	86,159.58
Clinical Dietitian - Public Health - PIO	1885	Hourly	32.489	33.597	34.843	36.099	37.433	38.814	40.320	41.904	43.521	44.812	45.708
		Monthly	5,103.48	5,277.53	5,473.26	5,670.55	5,880.10	6,097.03	6,333.60	6,582.42	6,836.42	7,039.22	7,179.97
		Annual	61,241.77	63,330.35	65,679.06	68,046.62	70,561.21	73,164.39	76,003.20	78,989.04	82,037.09	84,470.62	86,159.58
Clinical Dietitian - Public Health (Former Home Economist 2)	1885	Hourly	28.608	29.592	30.689	31.798	32.986	34.185	35.555	36.902	38.294		39.059
		Monthly	4,493.84	4,648.41	4,820.73	4,994.94	5,181.55	5,369.89	5,585.10	5,796.69	6,015.35		6,135.52
		Annual	53,926.08	55,780.92	57,848.77	59,939.23	62,178.61	64,438.73	67,021.18	69,560.27	72,184.19		73,626.22
Clinical Team Leader - Crisis Ser	2080	Hourly	34.843	36.099	37.626	38.984	40.523	42.073	43.771	45.468	47.290		48.235
		Monthly	6,039.45	6,257.16	6,521.84	6,757.23	7,023.99	7,292.65	7,586.97	7,881.12	8,196.93		8,360.73
		Annual	72,473.44	75,085.92	78,262.08	81,086.72	84,287.84	87,511.84	91,043.68	94,573.44	98,363.20		100,328.80
Service Coordinator - EPPIS (Former Comm Health Serv Specialist)	1950	Hourly	32.489	33.597	34.843	36.099	37.433	38.814	40.320	41.904	43.521	44.812	45.708
		Monthly	5,279.46	5,459.51	5,661.99	5,866.09	6,082.86	6,307.28	6,552.00	6,809.40	7,072.16	7,281.95	7,427.55
		Annual	63,353.55	65,514.15	67,943.85	70,393.05	72,994.35	75,687.30	78,624.00	81,712.80	84,865.95	87,383.40	89,130.60
Resource Coordinator (Former Community Health Services Coordinator)	1885	Hourly	24.782	25.642	26.547	27.431	28.460	29.422	30.475	31.424			32.054
		Monthly	3,892.84	4,027.93	4,170.09	4,308.95	4,470.59	4,621.71	4,787.12	4,936.19			5,035.15
		Annual	46,714.07	48,335.17	50,041.10	51,707.44	53,647.10	55,460.47	57,445.38	59,234.24			60,421.79
Outreach Worker	1885	Hourly	24.782	25.642	26.547	27.431	28.460	29.422	30.475	31.424			32.054
		Monthly	3,892.84	4,027.93	4,170.09	4,308.95	4,470.59	4,621.71	4,787.12	4,936.19			5,035.15
		Annual	46,714.07	48,335.17	50,041.10	51,707.44	53,647.10	55,460.47	57,445.38	59,234.24			60,421.79
Community Health Services Specialist	1885	Hourly	32.489	33.597	34.843	36.099	37.433	38.814	40.320	41.904	43.521	44.812	45.708
		Monthly	5,103.48	5,277.53	5,473.26	5,670.55	5,880.10	6,097.03	6,333.60	6,582.42	6,836.42	7,039.22	7,179.97
		Annual	61,241.77	63,330.35	65,679.06	68,046.62	70,561.21	73,164.39	76,003.20	78,989.04	82,037.09	84,470.62	86,159.58
Program Liason - Special Contracts Unit	1885	Hourly	32.489	33.597	34.843	36.099	37.433	38.814	40.320	41.904	43.521	44.812	45.708
		Monthly	5,103.48	5,277.53	5,473.26	5,670.55	5,880.10	6,097.03	6,333.60	6,582.42	6,836.42	7,039.22	7,179.97
		Annual	61,241.77	63,330.35	65,679.06	68,046.62	70,561.21	73,164.39	76,003.20	78,989.04	82,037.09	84,470.62	86,159.58
Crisis Clinician (Former Community Health Services Specialist)	2080	Hourly	32.489	33.597	34.843	36.099	37.433	38.814	40.320	41.904	43.521	44.812	45.708
		Monthly	5,631.43	5,823.48	6,039.45	6,257.16	6,488.39	6,727.76	6,988.80	7,263.36	7,543.64	7,767.41	7,922.72
		Annual	67,577.12	69,881.76	72,473.44	75,085.92	77,860.64	80,733.12	83,865.60	87,160.32	90,523.68	93,208.96	95,072.64

Community Nutritionist - PIO	1885	Hourly	32,489	33,597	34,843	36,099	37,433	38,814	40,320	41,904	43,521	44,812	45,708
		Monthly	5,103.48	5,277.53	5,473.26	5,670.55	5,880.10	6,097.03	6,333.60	6,582.42	6,836.42	7,039.22	7,179.97
		Annual	61,241.77	63,330.35	65,679.06	68,046.62	70,561.21	73,164.39	76,003.20	78,989.04	82,037.09	84,470.62	86,159.58
Community Services Coordinator	1885	Hourly	24,782	25,642	26,547	27,431	28,460	29,422	30,475	31,424			32,054
		Monthly	3,892.84	4,027.93	4,170.09	4,308.95	4,470.59	4,621.71	4,787.12	4,936.19			5,035.15
		Annual	46,714.07	48,335.17	50,041.10	51,707.44	53,647.10	55,460.47	57,445.38	59,234.24			60,421.79
Crisis Unit Practitioner	2080	Hourly	31,504	32,772	34,039	35,181	36,392	37,559	38,634	39,799	41,032		41,852
		Monthly	5,460.69	5,680.48	5,900.09	6,098.04	6,307.95	6,510.23	6,696.56	6,898.49	7,112.21		7,254.35
		Annual	65,528.32	68,165.76	70,801.12	73,176.48	75,695.36	78,122.72	80,358.72	82,781.92	85,346.56		87,052.16
Crisis Worker II (Former Crisis Worker - Crisis Services)	2080	Hourly	20,097	20,720	21,433	22,168	22,915	23,650					24,124
		Monthly	3,483.48	3,591.47	3,715.05	3,842.45	3,971.93	4,099.33					4,181.49
		Annual	41,801.76	43,097.60	44,580.64	46,109.44	47,663.20	49,192.00					50,177.92
Clinical Dietitian (Former Dietitian)	1950	Hourly	28,608	29,592	30,689	31,798	32,986	34,185	35,555	36,902	38,294		39,059
		Monthly	4,648.80	4,808.70	4,986.96	5,167.18	5,360.23	5,555.06	5,777.69	5,996.58	6,222.78		6,347.09
		Annual	55,785.60	57,704.40	59,843.55	62,006.10	64,322.70	66,660.75	69,332.25	71,958.90	74,673.30		76,165.05
Health Social Development Specialist	1885	Hourly	34,843	36,099	37,626	38,984	40,523	42,073	43,771	45,468	47,290		48,235
		Monthly	5,473.26	5,670.55	5,910.42	6,123.74	6,365.49	6,608.97	6,875.70	7,142.27	7,428.47		7,576.92
		Annual	65,679.06	68,046.62	70,925.01	73,484.84	76,385.86	79,307.61	82,508.34	85,707.18	89,141.65		90,922.98
Occupational Therapist	1885	Hourly	36,651	37,276	38,064	38,654	38,772						39,547
		Monthly	5,757.26	5,855.44	5,979.22	6,071.90	6,090.44						6,212.18
		Annual	69,087.14	70,265.26	71,750.64	72,862.79	73,085.22						74,546.10
Physiotherapist	1885	Hourly	33,289	34,287	35,316	36,376	37,465	38,589					39,360
		Monthly	5,229.15	5,385.92	5,547.56	5,714.06	5,885.13	6,061.69					6,182.80
		Annual	62,749.77	64,631.00	66,570.66	68,568.76	70,621.53	72,740.27					74,193.60
Program Consultant	1885	Hourly	34,820	36,121	37,457	38,927	40,466	42,028	43,771				44,646
		Monthly	5,469.64	5,674.01	5,883.87	6,114.78	6,356.53	6,601.90	6,875.70				7,013.14
		Annual	65,635.70	68,088.09	70,606.45	73,377.40	76,278.41	79,222.78	82,508.34				84,157.71
Project Coordinator, Provincial Blood Programs Officer - PIO	1885	Hourly	28,223	29,863	31,583	33,393	35,317	37,343					38,090
		Monthly	4,433.36	4,690.98	4,961.16	5,245.48	5,547.71	5,865.96					5,983.30
		Annual	53,200.36	56,291.76	59,533.96	62,945.81	66,572.55	70,391.56					71,799.65
Resource Coordinator Specialist (Former Program Facilitator 1)	1885	Hourly	27,113	28,042	29,037	30,157	31,255	32,420	33,699				34,373
		Monthly	4,259.00	4,404.93	4,561.23	4,737.16	4,909.64	5,092.64	5,293.55				5,399.43
		Annual	51,108.01	52,859.17	54,734.75	56,845.95	58,915.68	61,111.70	63,522.62				64,793.11

Shared Care Mental Health Counsellor	2015	Hourly	33.711	34.933	36.404	37.728	39.210	40.715	42.356	44.008	45.762	46.678	
		Monthly	5,660.64	5,865.83	6,112.84	6,335.16	6,584.01	6,836.73	7,112.28	7,389.68	7,684.20	7,838.01	
		Annual	67,927.67	70,390.00	73,354.06	76,021.92	79,008.15	82,040.73	85,347.34	88,676.12	92,210.43	94,056.17	
Social Worker (BSW)	1885	Hourly	28.986	30.047	31.073	32.227	33.396	34.626	35.905	37.322	38.753	40.236	41.040
		Monthly	4,553.22	4,719.88	4,881.05	5,062.33	5,245.96	5,439.17	5,640.08	5,862.66	6,087.45	6,320.41	6,446.70
		Annual	54,638.61	56,638.60	58,572.61	60,747.90	62,951.46	65,270.01	67,680.93	70,351.97	73,049.41	75,844.86	77,360.40
Social Worker (MSW)	2015	Hourly	29.469	30.670	31.929	33.285	34.685	36.102	37.424	37.691	39.012	39.792	
		Monthly	4,948.34	5,150.00	5,361.41	5,589.11	5,824.19	6,062.13	6,284.11	6,328.95	6,550.77	6,681.74	
		Annual	59,380.04	61,800.05	64,336.94	67,069.28	69,890.28	72,745.53	75,409.36	75,947.37	78,609.18	80,180.88	
Trauma Worker	1885	Hourly	32.489	33.597	34.843	36.099	37.433	38.814	40.320	41.904	43.521	44.812	45.708
		Monthly	5,103.48	5,277.53	5,473.26	5,670.55	5,880.10	6,097.03	6,333.60	6,582.42	6,836.42	7,039.22	7,179.97
		Annual	61,241.77	63,330.35	65,679.06	68,046.62	70,561.21	73,164.39	76,003.20	78,989.04	82,037.09	84,470.62	86,159.58

NURSING

Employer Classification	Annual Hours	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Year 20
Licensed Practical Nurse	2015	Hourly Monthly Annual					To Be Determined					
Mental Health Nursing Instructor 2	1885	Hourly Monthly Annual					To Be Determined					
Mental Health Nursing Instructor 3	1885	Hourly Monthly Annual					To Be Determined					
Nurse 3	2015	Hourly Monthly Annual					To Be Determined					
Nurse 3	2080	Hourly Monthly Annual					To Be Determined					
Crisis Clinician N3 - Crisis Services	2080	Hourly Monthly Annual					To Be Determined					
Nurse Educator	1885	Hourly Monthly Annual					To Be Determined					