

LETTER OF AGREEMENT
between the
STATE OF ALASKA
and the
ALASKA PUBLIC EMPLOYEES ASSOCIATION
representing the
SUPERVISORY UNIT

Correctional Officer IV (Lieutenants) at Goose Creek Correctional Complex
84 Hour Alternate Work Period

13-SS-225

It is agreed between the parties that the following terms and conditions of employment apply to PCNs 20-5638, 20-5639, 20-5640 and 20-5643 located in the Goose Creek Correctional Complex within the Department of Corrections. No provision of the July 1, 2013 through June 30, 2016, master agreement not specifically referenced is modified by this agreement.

Eighty-four (84) Hour Work Period Schedule

- A. The work period shall run concurrently with the other 84-hour schedules in the institution, and shall consist of eighty-four (84) hours in pay status with a maximum of seven (7) working days and seven (7) consecutive days off. All employees shall be guaranteed a full work period.
- B. Employees shall be assigned a twelve (12) hour shift and shall receive a one-half hour (thirty minutes) duty-free paid meal period as well as two (2) fifteen (15) minute paid relief breaks. Every effort shall be made to provide a meal break midway through the shift not earlier than the three (3) hours after the start of the shift and not later than three (3) hours prior to the end of the shift.
- C. There shall be two (2) shifts, day and night. Night shift shall receive the swing shift differential set out in Article 24.4 of the master agreement.
- D. If a holiday falls on the employee's regularly scheduled work day or regularly scheduled day off, the employee shall receive payment for the holiday for eight (8) hours at the straight-time rate provided the employee was in pay status for a portion of the last regularly scheduled workday prior to the holiday and in pay status for a portion of the next regularly scheduled workday after the holiday. Such holiday pay does not count for the purpose of fulfilling the work period.
- E. These employees will be paid using an override rate for their semi monthly salary to accommodate these additional hours of work. Using the annualized hourly rate (AHR) from the appropriate SU salary schedule for their assigned range and step, calculate as follows: $(AHR \times 42 \text{ hrs} \times 52 \text{ weeks}) / 24 \text{ pay periods}$. In the event the

pay cycle converts to biweekly, the salary will be recalculated as appropriate.

- F. Employees who work in excess of one hundred and one (101) hours in a work period will be eligible for flextime credits will be eligible retroactive to 89.5 hours of work in the work period. All other provisions of Article 25.11 shall still apply.
- G. An employee assigned to this eighty-four (84) hour work period schedule who accepts another position within the State of Alaska will have their step placement determined based the regular rate of pay for their position, not the "override rate" granted by this letter of agreement.
- H. Employees assigned to this 84-hour (84) hour work period shall accrue personal leave as follows:

| Years of Service | Hours Per Pay Cycle |
|------------------|---------------------|
| 0 - 2 | 8.40 |
| 2 - 5 | 9.45 |
| 5 - 10 | 10.50 |
| 10+ | 12.60 |

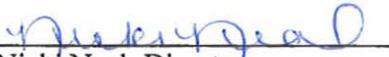
Employees hired into State service on or after July 1, 2013 shall receive a pro-rated leave accrual rate consistent with the master agreement.

This agreement constitutes a monetary term (change in productive work hours) but does not require an additional appropriation. This agreement is coterminous with the master agreement and will expire on June 30, 2016.

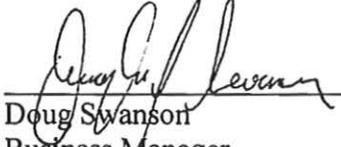
This agreement is entered into solely to address the specific circumstance of this particular situation. It does not establish any practice or precedent between the parties. This agreement shall not be referred to in any other dispute, grievance, arbitration, hearing, or any other forum, except as may be necessary for the execution of its terms.

FOR THE STATE OF ALASKA:

FOR THE APEA:



Nicki Neal, Director
Division of Personnel & Labor Relations
Department of Administration



Doug Swanson
Business Manager

8/14/13

Date

7-29-13

Date