

**MEMORANDUM OF UNDERSTANDING
TO CONTRACT EFFECTIVE JULY 1, 2017 THROUGH JUNE 30, 2019**

by and between

**MONTANA STATE HOSPITAL
DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES**

and

MEA-MFT, Local 4436

This Memorandum of Understanding (MOU) entered into this 2nd day of July, 2018 by and between the State of Montana, Department of Public Health and Human Services, hereinafter referred to as "Employer", and MEA-MFT, Local 4436, hereinafter referred to as "Union", shall be considered as an addendum to and by reference herein, incorporated as part of the Collective Bargaining Agreement executed by the Employer and the Union.

The Employer and the Union mutually agree certain employees working as Social Workers covered under this collective bargaining agreement may be scheduled for four 10-hour work days per week with an 80-hour pay period, over a two-week period. Management has the right to terminate this program at any time during the collective bargaining period should it be understood the schedule is not meeting the needs of the Hospital.

The following conditions are agreed to:

1. There shall be no more than one Social Worker scheduled off per unit, per day, Monday through Friday for units that have two Social Workers. On units with three to four Social Workers, there shall be no more than two Social Workers scheduled off on the same day.
2. 10-hour shifts will be 8:00 am to 6:00 pm, or 8:30 am to 6:30 pm. 8-hour shifts will be 8:00 am to 4:00 pm, or 8:30 am to 4:30 pm.
3. The Clinical Director and Program Manager will meet with each unit to customize the schedule according to the needs of that unit. Seniority will apply when scheduling.
4. Employees will be allowed to remain on their current 8-hour, Monday through Friday schedule, if they so choose.
5. An employee transferring to a vacant position covered under this MOU, must work the schedule of the vacant position. There will be no bumping.
6. It is understood that typically Social Workers are not scheduled to work on Holidays. When a Social Worker scheduled for 10-hour shifts is scheduled off for a Holiday during a Holiday week, the Social Worker shall be paid for eight hours of holiday pay as per the collective bargaining agreement. To make up the remaining two hours, the employee may use two hours of annual leave or compensatory time. With their supervisor's permission, employees may flex these hours by working an additional two hours during the week in which the holiday falls.
7. It is further agreed that this MOU does not change the collective bargaining agreement in another way. This Memorandum of Understanding will sunset on June 30, 2019.

Dated this 2nd day of July, 2018

For: THE STATE OF MONTANA


Sheila Hogan (Jul 1, 2018)

Sheila Hogan, Director
Department of Public Health and
Human Services


Jay Pottenger (Jun 14, 2018)

Jay Pottenger, Chief Executive Officer
Montana State Hospital


Mike Manion (Jul 2, 2018)

Michael P. Manion, Chief
State Office of Labor relations

For: MEA-MFT, Local 4436


Donald Jones (Jun 13, 2018)

Don Jones, Field Agent
MEA-MFT, Local 4436


Cathy Orrino (Jun 13, 2018)

Cathy Orrino
Local 4436 Co-President