

This addendum represents the parties' complete agreement for the 2021-2023 contract term concerning the placement, adjustment, and progression of bargaining unit employees' pay under Pay Schedule A of the Supplemental Agreement.

**MEMORANDUM OF UNDERSTANDING  
TO CONTRACT EFFECTIVE  
July 1, 2021 THROUGH June 30, 2023**

between

**State of Montana Department of Health and Human Services  
and**

**Montana Federation of Public Employees (MFPE), Local #7791, MFPE, AFL-CIO**

This Memorandum of Understanding (MOU) entered into this 1/27/2023 by and between the State of Montana, Department of Health and Human Services, hereinafter referred to as "Employer", and Montana Federation of Public Employees, Local #7791, MFPE, AFL-CIO, hereinafter referred to as "Union", shall be considered as an addendum to and by reference herein, incorporated as part of the Labor Agreement executed by the Employer and the Union.

It is hereby agreed to by the Employer and the Union that the following changes will be made to Addendum A and Pay Schedule A as follows:

1. In Addendum A, replace Section 1. Across the Board Pay Adjustments with the language outlined below.

The State shall increase each employee's base salary by \$0.55 per hour effective, October 8, 2022. This increase is in lieu of the statutory raise effective on the first date of the first complete pay period that includes November 15, 2022. The intent of this October increase is to provide the statutory raise authorized under 2-18-103, MCA one month earlier.

2. In Addendum A, replace Section 2. Health Insurance with the language as outlined below.

The Health Care and Benefits Division (HCBD) continues to manage the State Employee Group Health Plan to contain costs and minimize member cost impacts. Member contributions, copay amounts, deductibles, coinsurance levels, and maximum out of pocket levels in effect as of January 1, 2021 (i) will not increase through December 31, 2022, and (ii) for the 2023 plan year may increase - based on HCBS's analysis - only if the actuarially determined Risk Based Capital Level is at or below 300%. The State of Montana will continue the employer's share of the individual health contribution for group benefits in the amount of \$1,054 per month for the term of this agreement.

## 3. In Addendum A, replace Pay Schedule A with the following:

JOB CODE	WORKING TITLE	MINIMUM HOURLY	MIDPOINT HOURLY	MAXIMUM HOURLY
Q61022	Administrative Assistant 2	\$16.94	\$18.48	\$20.01
Q61023	Administrative Assistant 3	\$17.63	\$21.59	\$25.79
B1J051	Administrative Specialist 1	\$23.54	\$26.54	\$31.94
B1J052	Administrative Specialist 2	\$25.63	\$33.32	\$41.02
B21022	Auditor 2	\$29.53	\$31.79	\$34.04
B23011	Budget Analyst 1	\$25.50	\$29.28	\$33.06
B23012	Budget Analyst 2	\$29.80	\$33.58	\$37.36
S41011	Building Const Consultant	\$30.43	\$32.85	\$35.26
B1J102	Business Analyst 2	\$27.50	\$33.96	\$40.42
Q4J041	Certification Specialist	\$23.46	\$24.08	\$24.69
Q61022	Child Care Licensing Tech	\$16.94	\$18.48	\$20.01
B13012	Claims Examiner 2	\$21.90	\$27.31	\$32.72
B14012	Compliance Specialist 2	\$24.00	\$30.24	\$36.47
B14013	Compliance Specialist 3	\$26.36	\$36.86	\$47.36
C1JJ01	Computer Application Engineer	\$20.99	\$28.74	\$36.50
C1F012	Computer Support Specialist 2	\$29.08	\$33.13	\$37.17
C1E021	Data Control Specialist	\$24.71	\$29.94	\$35.17
Q92013	Data Processor 3	\$19.02	\$20.89	\$22.76
C1JJ01	Data Specialist	\$24.71	\$29.94	\$35.17
J13011	Dietitian Nutritionist	\$28.76	\$31.12	\$33.47
F12093	Eligibility Interviewer 3	\$23.75	\$25.35	\$26.95
B1J022	Emergency Specialist 2	\$28.79	\$34.61	\$40.42
E14012	Epidemiologist 2	\$31.69	\$37.23	\$42.84
Q61023	Executive Assistant 3	\$19.03	\$22.41	\$25.79
J99021	Facility Inspector 1	\$26.00	\$32.43	\$38.85
J99021	Facility Surveyor	\$26.00	\$32.43	\$38.85
J99021	Facility Surveyor PROF	\$28.60	\$33.47	\$38.85
B23011	Financial Specialist 1	\$23.34	\$28.02	\$33.06
C1J033	GIS Programmer Analyst	\$31.95	\$37.70	\$43.45

B1J041	Grants Contract Coordinator 1	\$22.48	\$25.16	\$27.83
B1J042	Grants Contract Coordinator 2	\$27.00	\$31.88	\$36.75
J99022	Health Care Surveyor	\$31.76	\$36.88	\$41.99
F19041	Health Education Specialist	\$23.69	\$28.03	\$32.36
G1111	Hearings Officer 1	\$32.43	\$41.01	\$49.58
G1111	Hearings Officer 2	\$37.23	\$43.41	\$49.58
J99022	Infection Prevention Specialist	\$31.76	\$36.88	\$41.99
C23012	Informatics Specialist	\$27.93	\$33.06	\$38.19
H93011	Instructional Coordinator	\$27.71	\$31.02	\$34.33
C1C011	IT Systems Analyst 1	\$29.85	\$35.55	\$41.25
Q43031	License Permit Technician 1	\$15.00	\$16.11	\$17.22
B1J091	Program Officer 1	\$22.23	\$24.63	\$27.02
B1J092	Program Officer 2	\$26.28	\$31.85	\$37.41
B1J011	Program Specialist 1	\$23.97	\$28.58	\$33.18
B1J012	Program Specialist 2	\$28.54	\$35.58	\$42.61
J99011	Public Health Sanitarian	\$28.54	\$28.67	\$29.09
C23011	Research Analyst 1	\$25.78	\$29.03	\$32.28
C23012	Research Analyst 2	\$27.64	\$32.92	\$38.19
C23013	Research Analyst 3	\$31.50	\$38.33	\$45.17

The Employer may bring employees into positions above the entry rate based on qualifications. Employees will be paid within the ranges above.

**Employees who are currently being compensated at hourly rates below the entry rates outlined above will be increased to the entry rates, effective September 24, 2022. This is a one-time increase.**

Dated 1/27/2023.

**For: THE STATE OF MONTANA DPHHS**

DocuSigned by:

**Charles T. Brereton**

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Charles T. Brereton, Director  
MT DPHHS

**For: Montana Federation Public,  
Employees (MFPE) Local #7791**

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*Matthew Ringel*

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Matthew Ringel, President  
Local #7791

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Anjenette Schafer, Chief  
State Office of Labor relations

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*Amanda Curtis*

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Amanda Curtis, President  
MFPE, AFT, EFL-CIO