

**MEMORANDUM OF AGREEMENT**

This Memorandum of Agreement is entered into between the County of Washington (hereafter "County") and American Federation of State, County and Municipal Employees, AFL-CIO, District Council No. 5. (hereafter "Union") representing employees in the Non-Exempt Unit of AFSCME.

**WHEREAS**, the County and the Union are parties to a Collective Bargaining Agreement (CBA) effective from January 1, 2022 through December 31, 2023; and

**WHEREAS**, the CBA covers the classifications of Licensed Practical Nurse, Correctional Health Nurse and Correctional Health Nurse, Senior; and

**WHEREAS**, the classification has been hard to fill including a high number of vacancies, high turnover and long-term continuous postings with a low number of applicants for posted vacancies.

**NOW, THEREFORE** the County and the Union agree:

1. Recruitment Incentive for Newly Hired: Newly Hired Licensed Practical Nurses, Correctional Health Nurses or Senior Correctional Health Nurses may be granted a recruitment incentive of up to three thousand dollars (\$3,000). The incentive shall be paid in two (2) increments: half of the amount after three months of employment and the remainder upon satisfactory completion of their probationary period, which typically occurs at the twelfth (12) month of employment. The employee must be actively employed, i.e. not on a leave of absence, at the time of payment. Washington County employees who hold a position in any of these titles presently are not eligible for this payment.
2. Payments: Should the MOA sunset, or be terminated by either party, any remaining incentives that were offered but not paid shall be available to the individual employees.
3. Term of Agreement: Either party may terminate this Memorandum of Agreement with fourteen (14) days' notice to the other party. Termination of this Memorandum of Agreement is not subject to the grievance procedure. This agreement will sunset on December 31, 2025, unless renewed by mutual agreement.

**UNION**

Paul Schreyer 1/16/2024  
Business Agent Date

Lynne M. Steyer 1/11/2024  
President Date

**WASHINGTON COUNTY**

Angela Kelly 1/25/24  
Director of Human Resources Date

**MEMORANDUM OF AGREEMENT BETWEEN  
WASHINGTON COUNTY & AFSCME NON-EXEMPT  
Retention Incentive for Health Unit Medical Assistants in the Correctional Health Unit**

This Memorandum of Agreement is entered into between the County of Washington (hereafter "County") and the American Federation of State, County and Municipal Employees, AFL-CIO, District Council No. 5. (hereafter "Union") representing **Health Unit Medical Assistants** working in the Correctional Health Unit and in the Non-Exempt Unit of AFSCME.

WHEREAS, the County and the Union are parties to a collective bargaining agreement effective January 1, 2022 through December 31, 2023; and

WHEREAS, the County is experiencing higher than typical turnover, difficulty in recruitment and retention, and a lack of qualified candidates for open positions in correctional health; and

WHEREAS, the County is expected to receive a one-time appropriation by the State of Minnesota as codified in Minnesota Session Laws – 2023, Chapter 64, Article 4, Section 27 — State Aids and Credits, also called Public Safety Aid, to provide funds for certain personnel costs including public safety, community violence prevention and intervention programs; and

WHEREAS, Washington County desires to provide retention incentive payments to employees who work in Public Health and Environmental Services in the Correctional Health Unit in the classification of **Health Unit Medical Assistant**; and

NOW, THEREFORE, the County and the Union agree to the following retention incentive:

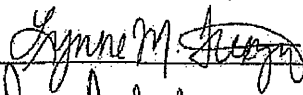
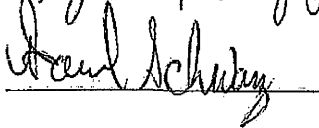
1. Washington County will provide retention incentive payments as a lump sum in the following amounts to eligible employees as follows:
  - a. \$1,500 on the last payroll paid of calendar year 2023;
  - b. \$1,250 on the last payroll paid of calendar year 2024;
  - c. \$1,250 on the last payroll paid of calendar year 2025.
2. To be eligible for the retention incentive for 2023, the employee must be actively employed for Washington County as a Health Unit Medical Assistant as of the date of signing this MOA.
3. To be eligible for the retention incentives for 2024 and 2025, the employee must be actively employed for Washington County for at least six months in the Correctional Health Unit as of November 24, 2024, and November 25, 2025, respectively.
4. An employee does not need to be employed for Washington County for the whole time period to qualify for the retention incentives. An employee may be eligible to receive one or two payments depending upon their active employment status as of the specified dates.
5. Employees who are regularly assigned in other divisions of Public Health and Environmental Services and who work occasionally in the Correctional Health Unit are not eligible for these incentive payments.
6. Employees who work less than full-time will be granted these incentive payments on a pro-rata basis based on their FTE status.

This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

For Washington County:

  
Date 1/25/24

For AFSCME Non-Exempt

  
Date 1/11/2024  
  
Date 1/16/2024

**Memorandum of Agreement –Retention Incentive**  
**MEMORANDUM OF AGREEMENT**  
**BETWEEN**  
**WASHINGTON COUNTY &**  
**AFSCME NON-EXEMPT**  
**Correctional Health Unit**

This Memorandum of Agreement is entered into between the County of Washington (hereafter "County") and the American Federation of State, County and Municipal Employees, AFL-CIO, District Council No. 5. (hereafter "Union") representing Correctional Health Nurses in the Non-Exempt Unit of AFSCME.

WHEREAS, the County and the Union are parties to a collective bargaining agreement effective January 1, 2022 through December 31, 2023; and

WHEREAS, the County is experiencing higher than typical turnover, difficulty in recruitment and retention, and a lack of qualified candidates for open positions in correctional health; and

WHEREAS, the County is expected to receive a one-time appropriation by the State of Minnesota as codified in Minnesota Session Laws – 2023, Chapter 64, Article 4, Section 27 – State Aids and Credits, also called Public Safety Aid, to provide funds for certain personnel costs including public safety, community violence prevention and intervention programs; and

WHEREAS, Washington County desires to provide retention incentive payments to employees who work in Public Health and Environmental Services in the Correctional Health Unit in the classifications of Correctional Health Nurse and Correctional Health Nurse, Senior; and

NOW, THEREFORE, the County and the Union agree to the following retention incentive:

1. Washington County will provide retention incentive payments as a lump sum in the following amounts to eligible employees as follows:
  - a. \$1,500 on the last payroll paid of calendar year 2023;
  - b. \$1,250 on the last payroll paid of calendar year 2024;
  - c. \$1,250 on the last payroll paid of calendar year 2025.
2. To be eligible for the retention incentive for 2023, the employee must be actively employed for Washington County in the Correctional Health Unit as of the date of signing this MOA.
3. To be eligible for the retention incentives for 2024 and 2025, the employee must be actively employed for Washington County for at least six months in the Correctional Health Unit as of November 24, 2024, and November 25, 2025, respectively.
4. An employee does not need to be employed for Washington County for the whole time period to qualify for the retention incentives. An employee may be eligible to receive one, two or all three payments depending upon their active employment status as of the specified dates.
5. Employees who are regularly assigned in other divisions of Public Health and Environmental Services and who work occasionally in the Correctional Health Unit are not eligible for these incentive payments.
6. Employees who work less than full-time will be granted these incentive payments on a pro-rata basis based on their FTE status.

This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

For Washington County:

Angela K. Hays 11/6/23  
Date

For AFSCME Non-Exempt

Paul Schwab 11/6/2023  
Date

Gynne M. Hays 11/6/2023  
Date