**Wilson-McShane Corporation**

**Tentative Agreement Term Sheet**

1. **Contract Term**: October 1, 2017 – September 30, 2020
2. **Economics**: Wages for all employees covered by the collective bargaining agreement will be increased on the dates and in the amounts set forth below.

October 1, 2017 -- $0.60

October 1, 2018 -- $0.50

October 1, 2019 -- $0.50

1. **Other contract changes**:
   1. **Article 4, Section 4.04 and Article 5, Section 5.05** – Insert language that the Employer will clarify the meaning “25% of the total work force.”
   2. **Article 3, Section 3.04** – Amend to allow vacation, personal and sick time to be used in one (1) hour increments. Delete the last two sentences to remove make-up time.
   3. **Article 5, Section 5.01** – Delete and replace the vacation schedule with the following:

1-4 years 10 days

5 years 15 days

10 years 20 days

20 years 25 days

Changes to the vacation schedule will be applied prospectively. Employees will receive the same number of vacation days as they do under the current schedule, but will not receive additional days until reaching the next yearly threshold under the new schedule. For example, an employee with 16 years of service currently receives 23 days of vacation per year. Such employee will continue to receive 23 days per year until such employee reaches 20 years of service.

* 1. **Article 5, Section 5.03** – Amend to provide that new employees who begin working on or after October 1, 2017, will be allowed to carry over fifty (50) percent of their vacation from year to year.
  2. **Article 6, Section 6.01** – Reduce sick leave accrual from one hundred eight (108) to eighty-four (84) days.

Employees who may have over eighty-five (85) plus days of sick leave accrual will be allowed to keep those day until such time the Employees uses the accruals and the accruals reaches eighty-four (84) days of sick leave accrual which will be the Employee’s new maximum accrual.

* 1. **Article 8, Section 8**.**03** – Amend to replace the voluntary Short-Term Disability Policy with an employer-paid Short-Term Disability policy subject to the following:

Carrier: Metlife

Implementation: Tentative 11/1/17

Eligibility: All active full-time employees working at least 30 hours per week.

Eligibility Waiting Period: Current Employees: Eligible on date of implementation.

Employees hired on or after 10/1/17: First of the month following date of hire.

Weekly Benefit: 60%

Weekly Maximum: $700.00

Elimination Period Illness/Accident: 15 calendar days/15 calendar days

Benefit Duration: 11 Weeks

Pre-Existing Condition: No pre-existing condition exclusion

Employees will be required to use accrued paid time off during the elimination period in the following order: personal, sick, vacation.

During the benefit period, employees will be required to use accrued paid-time off to make up the difference between benefits paid by the policy and the employee’s normal salary. Hours will be rounded down to nearest whole number to avoid an employee exceeding 100% of their normal salary.

Employees must complete FMLA paperwork and FMLA leave, if granted, will run concurrently with the short-term disability period.

* 1. **Article 9, Section 9.02 –** Delete and replace with the following:

In cases of death in the immediate family, an Employee shall be granted a leave of absence for up to three (3) consecutive days with pay. Immediate family shall be defined as parents, step parents, mother-in-law, father-in-law, sister, brother, spouse or domestic partner, children, step-children, legally adopted or foster children, foster parents, grandparents, grandchildren, sister-in-law, brother-in-law, daughter-in-law, son-in-law and aunts and uncles. Leaves may be extended by two (2) days if travel is needed out of state or exceeds five hundred (500) miles and employees will be required to use earned paid time.

Funeral Leave benefits apply only to current listed family members.

The Funeral Leave Benefit pertains solely for attendance at the funeral services.

At the request of the Employer, the Employee shall provide verification of the need for funeral leave, such as an obituary.

An Employee upon request may receive leave of absence to attend a funeral for persons other than the immediate family for a maximum of three (3) days and employees will be required to use earned paid time.

* 1. **Article 13, Section 13.01(a) –** Add “Eligibility Specialist” to Level 1 job descriptions.
  2. **Article 17, Section 17.05(b) –** Replace “one thousand dollar ($1000)” with “three hundred dollar ($300) and replace “$1,200” with “$500”.

1. Wilson-McShane and Local 12 will form a Joint Labor Management Committee to study the feasibility of offering a flexible schedule and converting the existing time-off structure under this agreement to a Paid-Time Off (PTO) structure.

**The Bargaining Committee is Recommending a Yes Vote.**