

Not to be printed in CBA

APPENDIX A

JULY 15, 2025

This appendix is intended for information sharing purposes. The information provided here reflects assumptions to date. Final determinations are pending and subject to change.

Payroll Processing Lag Time: (the lag time when the employee receives their paycheck after the end of the pay period): Ten (10) business days

Pay period:

Two full weeks (80 hours for typical FT employee) Pay Period would be Sunday through Saturday each week and ending second week on Saturday at midnight.

Standard Workweek:

The workweek shall begin at 12:01 am on Sunday and end at midnight on Saturday.

Paydays:

Every other Friday

Payroll Deductions: Anticipated payroll deductions will be taken out on a bi-weekly basis (26 paychecks), except for the following:

- PEBB benefit premiums (medical, dental, vision) PEBB option benefit premiums, and PEBB surcharges will be taken from the first two paychecks in a month (24 paychecks)

Earnings:

Regular pay, monthly allowances, overtime, shift differential, holiday pay, etc will be paid on a bi-weekly basis (26 paychecks)

Leave Accruals:

TBD

Hourly rate of pay for non-exempt employees:

An employee's hourly rate will be determined by the following: Monthly salary * 12/ 2080 hours=
hourly rate of pay

Overtime rate of pay for non-exempt, hourly employees:

Pursuant to the Fair Labor Standards Act (FLSA), employees receive overtime pay for hours worked over 40 hours per workweek at a rate not less than one and one-half times the regular rate of pay. Regular rate of pay is the average hourly rate calculated by dividing the total pay for employment (except statutory exclusions) in any workweek by the total number of hours worked. Hours that are considered “hours worked” are outlined in the collective bargaining agreement.

Anticipated Payroll Transition Timeline:

- June 1, 2027—One time allotment of 40 hours of vacation leave (40 hours)
- July 1, 2027—Final Full Month Pay (for June 2027) (includes proposed COLA's/ and applicable top step increases)
- July 16, 2027—Pay Period (July 1 - July 3) Average 16 hours for M-F employee
- July 30, 2027—Pay Period (July 4 - July 17) 80 hours for FT employee
- August 13, 2027—Pay Period (July 18 - July 31) 80 hours for FT employee
- August 27, 2027—Pay Period (August 1 – August 14) 80 hours for FT employee
- September 10, 2027—Pay Period (August 15 – August 28) 80 hours for FT employee
- September 24, 2027—Pay Period (August 29 – September 11) 80 hours for FT employee
- October 8, 2027—Pay Period (Sep 12–Sep 25) 80 hours for FT employee
- October 22, 2027—Pay Period (Sep 26–Oct 09) 80 hours for FT employee
- November 05, 2027—Pay Period (Oct 10–Oct 23) 80 hours for FT employee
- November 19, 2027—Pay Period (Oct 24–Nov 06) 80 hours for FT employee
- December 03, 2027—Pay Period (Nov 07–Nov 20) 80 hours for FT employee
- December 17, 2027—Pay Period (Nov 21–Dec 04) 80 hours for FT employee
- December 31, 2027—Pay Period (Dec 05–Dec 18) 80 hours for FT employee