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COLLECTIVE BARGAINING AGREEMENT
between
STATE OF CONNECTICUT JUDICIAL BRANCH
and
THE UNION OF PROFESSIONAL JUDICIAL EMPLOYEES
AFT/AFT-CT, AFL-CIO
July 1, 2022 - June 30, 2025

ARTICLE 1.

Preamble

The State of Connecticut, acting by and through the Chief Court Administrator of the Connecticut Judicial Branch, hereinafter called “the Judicial Branch” or “the Employer,” and the Union of Professional Judicial Employees, AFT/AFT-CT, AFL-CIO, hereinafter called “the Union,”

Witnesseth:

Whereas the parties to this Agreement desire to establish a state of amicable understanding, cooperation and harmony; and

Whereas the parties to this Agreement consider themselves mutually responsible to improve the public service through increased morale, efficiency and productivity: Now, therefore, the parties mutually agree as follows.

ARTICLE 2.

Recognition

Section 1. The Judicial Branch of the State of Connecticut herein recognizes the Union of Professional Judicial Employees, AFT/AFT-CT, AFL-CIO, as the exclusive representative of the employees in permanent positions regularly working 20 or more hours per week whose job titles were placed within the professional bargaining unit of Judicial employees by the Connecticut State Board of Labor Relations in Cases No. SE-5972, SE-12,968 and SE-5980.

Accordingly, this Agreement shall pertain only to those employees whose job titles fall within the certifications above cited and shall not apply to employees who are paid on the temporary payroll. Persons otherwise eligible serving a working test period are included.

Section 2. Accretions. Coverage of newly created or acquired job classifications by this Agreement (so-called “accretions”) shall be determined as follows:

(a) The Employer shall notify the Union in writing of the new classification, the contemplated pay group (if any), and the Employer’s position concerning inclusion or exclusion.

(b) Within thirty (30) calendar days after receipt of the above notification, the Union may request a meeting to discuss coverage and/or pay group issues.

(c) In determining coverage, controlling weight shall be given to conforming the placement of the new classification to the contours of the existing unit.

(d) Disputes concerning how to achieve such conformity shall be referred to the Connecticut State Board of Labor Relations for the exercise of its jurisdiction to determine appropriate units.

(e) The Employer shall notify the Union in writing of any Supreme Court action(s) that substantially change any unit job classification.

(f) Upon request by the Union, (within thirty (30) calendar days after receipt of notification), a joint Labor-Management Committee shall evaluate the newly created or substantially changed unit job classification(s), to determine the accuracy of the Branch's pay group placement. If agreement cannot be reached through the Labor-Management Committee process, a mutually agreed upon arbitrator familiar with the Willis System, shall make a final decision. Any pay group deviation arrived at either through the Labor-Management Committee process or through the arbitration process shall be retroactive to the date the Branch created or substantially changed the job classification.

Section 3. Stability of the Bargaining Unit. The Employer agrees not to take any action to erode the bargaining unit by breaking down vacant permanent full-time positions into temporary positions not covered by the Agreement. This provision will not be construed to prevent or restrict the Employer's right to continue its practice of utilizing temporary help to provide supplemental services.

ARTICLE 3.

Non-Discrimination

Section 1. Neither party shall discriminate against an employee on the basis of membership or non-membership in, or lawful activity on behalf of, the exclusive bargaining agent, or on the basis of any protected class defined by state or federal law.

Section 2. In connection with Section 1 above:

(a) An employee, the Union, or the Union on behalf of an employee alleging conduct or action inconsistent with the obligation to avoid such discrimination shall promptly report any alleged threats or coercive conduct to an appropriate official with supervisory authority over the person alleged to have engaged in such conduct. Reasonable efforts shall be made to resolve the situation prior to resort to grievance arbitration.

(b) If the requirements of paragraph (a) have been met, and there has been no reasonable offer to disavow or otherwise cure any perceived discrimination, a grievance may be filed at an appropriate step.

(c) In any arbitration proceeding alleging a violation of Section 1, the Arbitrator shall determine whether the grievant has shown by a preponderance of the evidence, including, where appropriate, the surrounding circumstances, that the official responsible for the adverse action was motivated by discriminatory considerations but for which the action would not have been taken.

Disputes involving alleged discrimination shall not be arbitrable if any one of the following applies:

(a) The jurisdiction of any federal or state court or agency has been invoked with respect to a claim of discrimination;

(b) The obligations of Sections 2 (a) and 2 (b) have not been met.

Section 4. In the event that the EEOC/CHRO renders a ruling affecting these provisions, either party may request a reopener to negotiate new provisions.

ARTICLE 4.

No Strikes - No Lockouts

Section 1. (a) The exclusive representative shall not engage in, induce, support, encourage, or condone a strike, sympathy strike, work stoppage, slow-down, concerted withholding, interruption or disruption of services, sick-out, or any interference with the mission of the Judicial Branch. This Article shall be deemed to prohibit the concerted boycott or refusal of overtime work.

(b) Similarly, employees shall not engage in, induce, support, or encourage such activities.

Section 2. The Union shall exert its best efforts to prevent or terminate any violation of Section 1 of this Article.

Section 3. The Employer agrees that during the life of this Agreement there shall be no lockout.

ARTICLE 5.

Entire Agreement

Section 1. This Agreement, upon ratification, constitutes the complete and entire Agreement between the parties and concludes collective bargaining for its term. No amendment to this Agreement shall be effective unless in writing, ratified, and executed by the parties.

Section 2. The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the areas of collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the Judicial Branch and the Union, for the duration of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to bargain collectively with respect to:

(1) any subjects or matters referred to or covered in this Agreement, or

(2) any subjects or matters not referred to or covered in this Agreement, even though such subjects or matters may not have been within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed this Agreement.

ARTICLE 6.

Management Rights

The parties recognize the central role of the Connecticut Judicial Branch, as an independent branch of state government, in assuring compliance with the laws, the Constitution of the State of Connecticut, and the United States Constitution. The parties also recognize that the users of the Branch's services, including the general public, demand the prompt and efficient adjudication of complaints and disputes, and insist upon the fullest protection of statutory, civil, and constitutional rights.

Unless an express, specific provision of this Agreement provides otherwise, the Connecticut Judicial Branch, acting through the Justices of the Supreme Court, the Chief Court Administrator, (and, where appropriate, the Public Defender Services Commission), and such other judges and officials as may be authorized to act on their behalf, retains all the rights and prerogatives it had prior to the signing of this Agreement either by law, custom, practice, usage or precedent, to manage and control the Branch.

Such rights include but are not limited to establishing standards of productivity and performance of its employees, including establishing qualifications for ability to perform work in classes and/or ratings; determining its budget, its mission, and the methods, means, and personnel necessary to fulfill that mission, including the contracting out, or the discontinuation of, services, positions, or programs in whole or in part; the determination of the content of job classifications; the appointment, promotion, assignment, direction and transfer of personnel; the suspension, demotion, discharge or any other disciplinary action against its employees; the layoff of its employees because of lack of work or other legitimate reasons as stated in Article 15 (Reduction in Force); to determine the hours, days when, and locations where the courts will be in operation; to enforce existing rules and regulations for the governance of the Branch and to add to, eliminate, or modify such rules or regulations as it deems appropriate; and to take whatever actions may be necessary to carry out its responsibilities in situations of emergency.

Management also reserves the right to decide whether, when, and how to exercise its prerogatives, whether or not enumerated in this Agreement. Accordingly, the failure to exercise any right shall not be deemed a waiver.

All work performed by Counsel, Legal Services job classification ("CLS") employees is not exclusive to this job classification, and may also be performed by other Branch employees outside of this bargaining unit, provided no CLS employee is laid off or reduced in regularly scheduled hours as a result thereof.

ARTICLE 7.

Union Security and Payroll Deductions

Section 1. Consistent with labor laws and precedent, an employee retains the freedom of choice whether or not to become or remain a member of the Union designated as the exclusive bargaining agent.

Section 2. The Branch shall deduct Union dues biweekly from the paycheck of each employee who provides the Union authorization to receive such deduction from the Branch within thirty (30) days of the Union providing certification of said authorization to the Branch. The Union shall provide to the Branch payroll office, a digital list of all employees who have authorized dues deduction in a format dictated by the Branch. Biweekly, the Union shall provide a report of dues deduction changes including any “starts and stops.” By providing such list, the Union certifies that each employee has knowingly and willfully consented to the payroll deduction. Within 10 business days of receipt, the Union shall notify the Branch payroll offices, in writing, of any revocations of said authorizations and the effective date of the same.

Section 3. The parties recognize that the authorization of the Union to receive payroll deductions is an agreement solely between the Union and its members which the member may revoke consistent with the Union’s membership rules. The current membership agreement (from the Union’s membership card) shall be provided to the Branch by the Union. Should this change, the Union shall provide the Branch with an updated written version of the membership agreement within (10) business days. Should a bargaining unit member approach the Branch or its agents seeking to terminate or modify their contractual relationship with the Union, that bargaining unit member will be directed to communicate such intent directly to the Union. In such case, the Branch will notify the employee of their obligation to comply with this Article, including Section Two above. If the Branch is informed of a dispute between a bargaining unit member and the Union concerning the obligation to withhold union dues, it may invoke Section Four.

Section 4. Upon request of the Branch, the Union shall provide legally sufficient proof of the authorization to collect dues through payroll deduction to the State of any employee who disputes said authorization. If the requested proof of authorization is not provided within seven (7) days of the request, the Branch will cease withholding union dues for that employee not later than the first day of the following payroll period. The Branch may request a dues reconciliation not more than twice per contract year.

Section 5. No payroll deduction of dues shall be made from workers’ compensation or for any payroll period in which earnings received are insufficient to cover the amount of deduction, nor shall such deductions be retroactive.

Section 6. The Union shall indemnify the Judicial Branch for any liability or damages incurred by the Employer in compliance with this Article.

Section 7. The amount of dues deducted under this Article together with a list of employees for whom any such deductions were made, and a list of all employees in the bargaining unit, in an editable digital format, shall be remitted to the Treasurer of the Union within a week after the payroll period in which such deduction is made. The Branch and/or the

Comptroller's Office shall continue the practice of providing biweekly bargaining unit lists in editable digital format, containing information connected to an individual recorded in the State's database; such information shall continue to include Employee ID, Name, Gender, Age, Department Description, Work Location, Work Location Address, Complete Home Address, Dues Paid, Job Code, Job Code Description, Salary Grade, Step, Annual Rate of Pay, Original Hire Date and Job Entry Date and all other information currently provided with such list.

Section 8. Payroll deduction of Union dues shall not be made for other employee organizations not parties to this Agreement.

Section 9. The Branch shall continue its practice of payroll deductions as authorized by employees for purposes other than payment of Union dues. Additional payroll deductions shall also be authorized if approved by the Branch in advance.

Section 10. There shall be a system of voluntary payroll deduction for the Union's Political Action Fund. Certification of such authorization for said deduction by the employee shall be provided by the Union to the Branch payroll offices consistent with the process outlined in Section Two above.

Section 11. The Branch will provide notice to the Union, in an editable format, of new members of the bargaining unit, as soon as practicable after their hire, and no later than ten (10) workdays of the commencement of employment. Such notice will be by email to the Union at an address designated by the Union and shall include, at a minimum, the new bargaining unit member's name, agency, job title, department, work location, work telephone number (if available), home address and effective date of action.

ARTICLE 8.

Union Rights

Section 1. Within 90 days of the execution of this Agreement, the Union will furnish the Employer with a complete list of stewards designated to represent any segment or segments of the employees covered by this Agreement, specifying the jurisdiction and location of each steward or group of stewards, provided that the jurisdiction of each steward shall be limited to such geographical boundaries as are mutually agreed.

Section 2. Except as otherwise provided, Employer representatives shall deal with Union-designated stewards or representatives exclusively in the processing of grievances or any other aspect of contract administration.

Section 3. Access to Premises. (a) Except as provided in subsection (b) below, union staff representatives shall be permitted to enter the work premises of the Employer at any reasonable time for the purpose of discussing, processing, or investigating filed or potential grievances or otherwise performing Union business, provided that (1) they give reasonable notice in advance to the supervisor in charge of their intent to enter

the work premises, (2) they give notice of their presence immediately upon arrival to the highest level supervisor in charge, or his/her designee and (3) they do not interfere with the performance of duties. Within thirty days of execution of this Agreement, the Union will furnish the Employer with a current list of its staff personnel and their jurisdiction and shall maintain the currency of said list.

(b) With respect to union business conducted at 231 Capitol Avenue (Hartford) or 75 Elm Street (Hartford), the employer shall provide a location for union staff representatives to meet with bargaining unit member(s) for the purpose of discussing, processing or investigating filed or potential grievances or otherwise performing union business, provided that they (1) give reasonable advance notice to the Chief Court Administrator or his designee, and (2) they cooperate in scheduling their meeting so as not to interfere with the performance of duties.

Section 4. Role of Steward in Processing Grievances.

(a) Except as provided in subsection (b) below, the stewards will obtain permission from their immediate supervisors to leave their work assignments in order to carry out their duties, properly and expeditiously, in connection with this Agreement. Permission from supervisors, based upon the work situation, will not be unreasonably withheld.

Before contacting an employee, the steward will first report to and obtain permission to see the employee from the employee's supervisor. If the supervisor is not available, the steward will obtain permission from the person left in charge. Permission from supervisors, based upon the work situation, will not be unreasonably withheld. Notifications by stewards to their supervisors and the employees' supervisors to meet with employees and employees' notifications to meet with stewards will state the name of the employee involved, his/her location, the general nature of the Union business to be discussed, and the approximate time that will be needed. Stewards thus engaged will report back to their supervisors on completion of such duties and return to their job and will suffer no loss of pay or other benefits as a result thereof. The sufficiency of steward coverage shall be a subject of continuing consultation between the Employer and the Union. The Union will cooperate in preventing abuse of this Section.

(b) With respect to union business conducted at 231 Capitol Avenue (Hartford) or 75 Elm Street (Hartford), stewards may leave their work assignments with pay to carry out their duties, provided they first obtain permission from their immediate supervisor and the immediate supervisor of the employee with whom they wish to meet, or in the absence of such supervisor(s), from the Chief Court Administrator or his designee.

Section 5. Bulletin Board. The Employer shall furnish reasonable bulletin board space, where presently available, in each location which the Union may utilize for its announcements. In any location presently leased by the Employer where there is currently no bulletin board, the Employer agrees that the Union may make arrangements with the lessor to provide and to install at the Union's expense a bulletin board in an area and position to be agreed upon by the Employer.

Bulletin board space shall not be used for material that is of a partisan political nature, or is inflammatory or derogatory to the Employer. The Union shall limit its posting of notices and bulletins to such bulletin board space.

Section 6. Access to Information. The Employer agrees to provide the Union, upon request and adequate notice, access to materials and information which are necessary for the Union to fulfill its responsibility to administer this Agreement. The Union shall reimburse the Judicial Branch for the expense and time spent for photocopying information.

The Union shall not have access to information which the Employer reasonably determines is privileged or confidential, unless and until such information constitutes the basis, in whole or in part, for disciplinary action as defined in this Agreement, or constitutes the basis for a decision not to select an employee for a promotion as defined in this Agreement.

In denying the Union access to information, the Employer shall state in reasonable detail the basis of the denial.

Section 7. Union Business Leave (a) There is hereby established in the professional bargaining unit a bank of 1.0 hour per employee of leave per contract year for use by the Union to conduct its business. For purposes of computation, the size of the bargaining unit will be defined by the total employee count reflected on the Dues/Fees Transmittal for the pay period closest to the expiration of the contract year. Adjustments, if any, to the size of the bank will then take effect on July 1st of the subsequent contract year. For purposes of this Article "contract year" is defined as the period from July 1, (a) through June 30, inclusive, or (b) until the contract expires, whichever occurs first. Time used for processing or investigating grievances, Labor Management Advisory Committee meetings or Steward training shall not be charged to this bank of hours. The Union shall give reasonable advance notice to the Chief Court Administrator or his designee ordinarily five days in advance, specifying the date of release, the names of the employees to be released and their work locations. The Union shall follow up any orally communicated advance notice in writing within a reasonable time. Time off under this section shall be granted subject to operational needs, for periods of not less than one hour and shall be measured to the nearest half-hour. No Union official shall be negatively evaluated or otherwise criticized for taking time for union activity in accordance with the provisions of the collective bargaining agreement.

(b) One Judicial Branch employee serving as an officer of the Union of Professional Judicial Employees shall be eligible for full-time leave of absence for the purpose of conducting Union business. The employee taking such leave shall receive wages and benefits as if he/she were a full-time permanent employee of the Judicial Branch subject to cash reimbursement by the Union to the State of one hundred percent of the cost of all wages and all benefits of said employee. Unless otherwise agreed, the reimbursements shall be paid on a quarterly basis. Upon cessation of this leave, the Branch shall offer said employee a position within the Division from which he/she came equal to the former position

in pay, benefits and duties at the rate in force at time of return from such leave.

Such position shall be within reasonable commuting distance of the employee's home. If no vacancy exists, one may be obtained by invoking Article 15 (Reduction in Force) of the collective bargaining agreement.

(c) If this contract is extended pursuant to Article 33 (Duration), the provisions of subsection (a) and (b) of this section shall continue in full force and effect until a successor agreement takes effect. Time charged to the bank of hours shall be charged to the bank of hours, if any, provided for in the successor contract.

Section 8. Orientation and Training. The Employer will provide each new employee with a copy of the collective bargaining agreement then in force and will furnish such employee with the name(s) of his/her steward(s). The Judicial Branch shall provide the Union with a list of new employees within a reasonable period of time after they are hired. The Employer will cooperate in permitting a common meal period for the steward and any newly hired employee within five (5) work days.

Section 9. Steward Training. The Judicial Branch and the Union agree that in order to promote the precepts as incorporated in the Preamble of this Agreement and for the expeditious and reasonable processing of disputes under this Agreement, steward training shall be a valuable asset in promoting these goals. To that end, the Judicial Branch agrees to allow each steward up to one day of training, without loss of pay or benefits, provided that no more than twenty-four (24) days shall be available for steward training and further provided that not more than twenty-four (24) stewards are granted time off on the same day. Stewards shall be granted time off for training and representational duties subject to the provisions of Section 7 (c) of this Article.

ARTICLE 9.

Statewide Labor Management Advisory Committee

Section 1. The parties agree that in order to provide a method for promotion of those goals described in the Preamble and for the purpose of addressing future considerations which may affect the continuing climate of harmony and mutual responsibility, there shall be a Statewide Labor Management Advisory Committee, consisting of the authorized representative(s) of the Chief Court Administrator and not more than five designees from professional unit employees represented by the Union. In addition, the Union shall have the right to have a staff representative present as an observer. The parties will cooperate in multi-unit meetings within the Judicial Branch to discuss matters of overlapping concern.

Section 2. Said Committee shall meet no less than semiannually, and possibly more frequently, by mutual agreement, to discuss problems that could lead to system wide or institutional grievances, application, clarification and aberrant manifestations of the terms and conditions of this Agreement, as well as improvement of the parties relationships, and efficiency and increased productivity; the Committee may, by mutual

agreement, discuss additional matters, mutually agreed upon in Committee, which were not within the contemplation of the parties to this Agreement but deserve immediate attention or redress. These meetings shall not be bargaining sessions.

In addition, matters of local concern involving divisions within the Branch may be addressed by mutual agreement. In such instances each party retains the right to substitute, on an ad hoc basis, appropriate personnel familiar with the matters to be addressed.

Section 3. Committee meetings shall be held during normal business hours without loss of pay or benefits provided that no compensatory time or overtime shall be granted for hours outside the employees' normal work schedule.

ARTICLE 10.

Grievance Procedure

Section 1. Definitions; Purpose.

(a) A grievance is defined as a dispute concerning the interpretation or application of a specific provision of this Agreement.

(b) Effective upon approval by the General Assembly a grievance is also defined as a written complaint involving the allegation of a pattern of unfair treatment of an employee by the Employer, subject to the following:

(1) unfair treatment grievances may be processed only through Step 3 of the procedure outlined below and shall not be subject to arbitration;

(2) the employee shall have the burden of establishing that there is a pattern of unfair treatment;

(3) the addition of a "pattern of unfair treatment" as a grievable matter is intended to provide an outlet for employees to grieve problems in interpersonal relationships with supervisors which develop over a period of time. Said addition is not intended as an indirect means of enforcing alleged past practices not expressly incorporated into the Agreement; and

(4) upon expiration of this collective bargaining Agreement allegations of a pattern of unfair treatment shall not be grievable unless affirmatively negotiated and agreed to, in writing, by the parties.

(c) Except as otherwise provided in this Agreement, it is understood and agreed that the grievance procedure is designed as the exclusive procedure for the resolution of disputes which constitute grievances.

(d) Only one grievance may be filed by the grievant for a particular dispute. This subsection shall not be deemed to preclude the grievant from alleging the violation of more than one contract provision in a grievance.

(e) All disputes arising between the parties and their predecessors before the effective date of this Agreement are deemed resolved upon the execution of this Agreement, except as otherwise specifically and expressly set forth herein or in a separate, executed memorandum of agreement. Grievances which are not deemed resolved which arose under the parties' prior collective bargaining agreement, and which were filed and processed in a timely fashion, shall be grievable and arbitrable in accordance with, and to the extent provided by, the terms and conditions of the prior collective bargaining agreement.

Section 2. Format. Grievances shall be filed on mutually agreed upon forms and shall specify in reasonable detail: (a) the facts; (b) the issue; (c) the date of the violation alleged; (d) the controlling contract provision; (e) the remedy or relief sought. A copy of every grievance filed shall be forwarded to the Manager of Labor Relations simultaneously with its filing at any step.

In the event a form is unclear or incomplete and not in compliance with this Section, the Employer shall make his/her best efforts to handle the grievance as he understands it.

Section 3. Grievant. A Union representative, with or without the aggrieved employee(s), may submit a grievance on his/her (their) behalf (a "general" grievance), and the Union may in appropriate cases submit a grievance in its own behalf, with respect to rights of the Union (an "institutional" grievance).

An individual employee at any time may present a grievance to his/her Employer and have the grievance adjusted, without intervention of an employee organization, provided that the adjustment shall not be inconsistent with the terms of the collective bargaining agreement then in effect. The employee organization designated as the exclusive representative shall be given prior notice of the grievance and shall be informed of the terms of the settlement. The Union shall be entitled to receive from the Employer all documents pertinent to the disposition of the grievance and to file statements of position.

Section 4. A grievance shall be deemed waived unless submitted at Step 1:

(a) either within 30 days from the act or omission from which the grievance arises; or

(b) within 30 days from the date the grievant or any Union representative or steward through reasonable diligence should have known of the act or omission, whichever is later.

Except where the grievant's delay is prejudicial to the other party, a grievance may be filed and processed to arbitration where the grievance involves a repetition of an act or omission in the nature of a continuing violation.

Section 5. Attempts to resolve disputes informally without resort to the grievance procedure outlined in Section 6 are encouraged. The parties may, by mutual agreement, extend any/all time limits to effectuate efforts at informal resolution.

Section 6. Step 1. Supervisor. A grievance may be submitted within the 30-day period specified in Section 4 to the employee's first supervisor in the chain of command who is outside the bargaining unit, as such supervisor may be designated by the Chief Court Administrator or his designee after consultation with the Union. Such supervisor shall meet with the Union representative, or the grievant, or both, and issue a written response within 7 days after such meeting but not later than 14 days after the submission of the grievance.

Step 2. Executive Director or designee; Chief Public Defender or designee; Probate Court Administrator or designee. When an answer does not resolve the grievance at Step 1, such grievance shall then be submitted to the Executive Director or designee, the Chief Public Defender or designee, or the Probate Court Administrator or designee, as appropriate. The employee or the Union shall present the grievance within fourteen (14) days to such designee who shall issue a written response to the grievance within fourteen (14) days.

Step 3. Chief Court Administrator. When the answer at Step 2 does not resolve the grievance, the grievance shall be submitted by the Union representative, or the grievant, or both, to the Chief Court Administrator or his designee within fourteen (14) days of the response at Step 2. Within fourteen (14) days after receipt of the grievance, a meeting shall ordinarily be held with the employee, or the Union, or both, and a written response shall be issued within thirty (30) days after receipt of the grievance.

Step 4. Arbitration. Within 14 days after the appropriate response at Step 3, or if no response is forthcoming, after the expiration of the time limit, the Union may submit an unresolved grievance to arbitration, but no individual employee may submit a grievance to arbitration.

Section 7. For the purpose of the time limits hereunder, “days” shall mean working days, unless otherwise specified. However, such “days” shall not include periods of time, including full days, where the Judicial Branch is closed as a result of inclement weather or legal holiday. The parties to the grievance procedure may, by mutual agreement, extend time limits. The Chief Court Administrator or his designee, and the Union, may, by mutual agreement, waive any or all of the Steps hereinbefore cited.

Section 8. In the event that the Employer fails to answer a grievance within the time specified, the grievance may be processed to the next higher level and the same time limits therefore shall apply as if the Employer’s answer had been timely filed on that last day.

The grievant assents to the last attempted resolution by failing timely to appeal said decision, or by accepting said decision in writing.

Section 9. Settlements of Grievances. Settlements of grievances under Section 6 of this Article shall be reduced to writing, signed, and a copy thereof shall be forwarded to the Chief Court Administrator. No settlement at Step 1 or Step 2 shall constitute a precedent for future grievances or arbitration, unless the parties to this Agreement agree to the contrary; accordingly, except by mutual agreement, such settlements shall not be admissible as evidence in any arbitration proceeding. Settlements at Step 3 of the grievance procedure shall be deemed precedential unless the parties expressly state to the contrary in the settlement agreement.

Section 10. Consolidation. The parties may, by mutual agreement, consolidate for hearing by a single arbitrator two or more grievances arising out of similar factual situations, or involving similar issues of contract interpretation, or both.

Section 11. Arbitration.

(a) (1) Submission to arbitration by the Union shall be by letter, with the grievance attached, to the Chief Court Administrator or his designee. If the Employer invokes the provisions of this Section, submission to arbitration shall be by letter, with the grievance attached, to the Executive Director of the Union.

(2) Selection. The parties shall continue to utilize a panel of five (5) mutually agreed upon arbitrators. Unless the parties agree to the contrary for a particular case, the following procedures will apply:

(i) The arbitrator shall be selected by rotation alphabetical order from the panel of arbitrators.

(ii) If the arbitrator is not available to schedule a hearing within sixty (60) days of the receipt of the submission, the next arbitrator in rotation who is available shall be selected.

(iii) A letter containing each of the following elements shall be sent to each of the potential designees to the arbitration panel:

“You have been named to the arbitration panel for the Judicial Professional Unit. In accordance with your request, we shall honor your fee schedule and will likewise honor travel reimbursement requests as presented.

The following uniform conditions apply to all members of the closed arbitration panel. Please advise us if you are unable to accept appointment based upon the following conditions:

1. There shall be no cancellation fee if notice is given at least fourteen (14) calendar days in advance of hearing.

2. Extensions of time, whether requested by either party or by the arbitrator, shall be approved by the parties in writing or by Fax to be valid.

3. If the arbitrator fails to render an award within the time period set forth by the contract or by agreement of the parties, said failure shall render the award voidable unless the parties jointly agree that the award shall be issued.

4. In any matter wherein the parties do not agree to accept a late award, or where such award is vacated (based solely upon timeliness) by order of an appropriate Court, said arbitrator shall be removed from the panel and no billings (except for travel reimbursement) shall issue thereon.”

(3) Procedures; Costs; Attendance. The Arbitration hearing shall not follow the formal rules of evidence unless the parties agree in advance, with the concurrence of the arbitrator at or prior to the time of his appointment. The expenses for the arbitrator’s service and for the hearing shall be shared equally by the parties. Unless requested by a party, no verbatim record of the proceeding shall be made. Costs of making a record shall be borne by the requesting party. If a record is made pursuant to a mutual agreement, costs of making such record shall be shared equally. The costs of a transcript shall be borne by the party requesting same. If the arbitrator requests that a record be made or that he be given a transcript, the costs of said record or transcript shall be shared equally.

The Employer shall grant reasonable time off to employees to attend an arbitration proceeding for the purpose of testifying. The Union shall provide reasonable notice, ordinarily three (3) or more days, of the employees it wishes to be excused for such attendance.

(b) On grievances when the question of arbitrability has been raised by either party as an issue prior to the actual appointment of an arbitrator, the arbitrator shall, at the request of either party, conduct a separate hearing on the issue of arbitrability and shall determine that issue before further proceedings are held. In determining such questions a rebuttable presumption of arbitrability shall be applied.

The arbitrator shall have no power to add to, subtract from, alter, or modify this Agreement, nor to grant to either party matters which were not obtained in the bargaining process, nor to impose any remedy or right of relief for any period of time prior to the effective date of the pertinent provision of this Agreement, nor to grant pay retroactively for more than thirty (30) calendar days prior to the date a grievance was first submitted. Except as expressly provided by a specific provision of this Agreement, the exercise of rights under Article 6 (Management Rights) as well as any other matter dealing with the administration of the Branch shall be final and binding and shall not be subject to the grievance provisions of this Agreement.

The arbitrator shall render his/her decision in writing no later than 30 calendar days after the conclusion of the hearing or receipt of briefs, whichever is later, unless the parties agree otherwise.

The arbitrator's decision shall be final and binding on the parties in accordance with Connecticut General Statutes Sec. 52-418, provided, however, neither the submission of questions of arbitrability to any arbitrator in the first instance nor any voluntary submission shall be deemed to diminish the scope of judicial review over arbitral awards, including a decision by a court of competent jurisdiction that the arbitrator's award:

(1) contravenes the public interest, or (2) is arbitrary or capricious.

As to the specific, express provisions of this Agreement, the parties have bargained for the arbitrator's construction. Absent any of the above grounds for overturning an award, the courts shall not substitute their interpretation for that of the arbitrator.

Section 12. Notwithstanding any contrary provision of this Agreement, the following matters shall not be subject to the arbitration procedure:

(a) discipline of employees, except as provided in Article 14;

(b) dismissal of employees during a probationary period;

(c) disputes over an employee's job classification (reclassification grievances);

(d) the decision to lay off employees, subject to Article 15 (The decision to lay off employees is generally not arbitrable, but is arbitrable if an employee claims a procedural violation under Article 15, Section 3);

(e) classification and pay grade for newly created jobs, provided, however, this clause shall neither enlarge nor diminish the Union's right to negotiate on such pay grades;

(f) compliance with health and safety standards and CONN OSHA;

(g) any incident which occurred or failed to occur prior to the effective date of the pertinent provision of this Agreement, subject to subsection (e) of Section 1 of this Article.

(h) Disputes over claimed unlawful discrimination, including grievances alleging a violation of any other provision of the contract, shall be subject

to the grievance procedure but shall not be arbitrable if a complaint is filed with the Commission on Human Rights and Opportunities and/or the Equal Employment Opportunity Commission, and said complaint arises from the same common nucleus of operative fact.

(i) Absent extenuating circumstances, a nondisciplinary separation of employment for absence without authorized leave for five (5) or more consecutive working days, or failure to return to duty within five (5) working days following authorized leave, shall be subject to the grievance procedure but shall not be arbitrable. Prior to separation under this section, employees will be provided with an opportunity to explain their absence.

Section 13. Reclassification Grievances. Disputes over an employee's job classification (reclassification grievances) shall be subject to the grievance procedure set forth in Article 10, but shall not be arbitrable. The final step of appeal shall be to a three (3) person panel consisting of two members appointed by the Chief Court Administrator and one member appointed by the Union. Pay retroactively, if warranted, may not apply earlier than thirty (30) calendar days prior to the date of the filing of the grievance at the earliest step.

Section 14. Meetings pursuant to this Article shall be held during normal business hours without loss of pay or benefits provided that no compensatory time or overtime shall be granted for hours outside the employees' normal work schedule. All grievance and arbitration related meetings shall be closed to the press and public, unless the parties jointly agree to the contrary.

ARTICLE 11.

Probationary Period

Section 1. (a) The probationary period shall be deemed an extension of the hiring process, or, where applicable, the examination process. Accordingly, permanent status in a duly authorized full-time or part-time position will be attained by the employee after the conclusion of a satisfactory probationary period of twelve (12) months of continuous employment, unless, prior to the conclusion of such period, the employee's appointing authority, Administrative Judge or Executive Director reports, in writing, to the Chief Court Administrator of the Judicial Branch that the employee is unable or unwilling to perform his duties so as to merit continuance in such position and is, consequently, to be terminated as of a specific date not later than the termination date of the applicable probationary period.

(b) The employee shall be rated on the criteria, inter alia, of the quality of his/her work, the quantity of his/her work, dependability, conduct, attendance, physical and mental capacity to perform the work assigned, judgment, ability to deal with people, and, if applicable, supervisory ability. Upon receipt of such written notification at any time within the twelve (12) month period, the Chief Court Administrator or his designee shall remove the employee's name from the payroll effective on the date specified in the written notification, unless the employee is appointed to

another position in the Judicial Branch for which he/she may be better suited.

(c) The Judicial Branch reserves the right to extend the probationary period for a period not to exceed three (3) months. If the Branch decides to invoke this extension provision, it must inform the probationary employee in writing prior to the expiration of the normal twelve (12) month probationary term. It is the understanding of the parties that such extensions are to be considered rare exceptions to the normal twelve (12) month probationary period.

(d) Employees rehired into the same classification within thirty-six (36) months shall not be required to serve a new probationary period so long as permanent status had previously been achieved in the class.

(e) A Judicial Branch decision that a probationary employee is unable or unwilling to perform his/her duties and consequently is terminated prior to the attainment of permanent status shall not be grievable or arbitrable.

Section 2. (a) The attainment of permanent status by an employee shall not be construed to prohibit or restrict the discharge or suspension of the employee.

Section 3. Employees promoted to a higher position, or employees who transfer to a position in the same pay group, but with a different job title (lateral transfer), shall serve a six (6) month probationary period in that position, subject to the pertinent provisions of Section 1 (a) and 1 (b) of this Article. Upon receipt of written notification of unsatisfactory performance, the employee shall be offered a position similar to that from which he/she was promoted or transferred. Neither the offer nor the acceptance of such a position shall be deemed a demotion.

ARTICLE 12.

Performance Appraisal

Section 1. (a) The annual performance appraisal shall be completed approximately three (3) but no less than two (2) months prior to the employee's annual increase date. The performance appraisal will be conducted by a management designee who is familiar with the employee's work. For the purpose of this section, a performance appraisal shall be deemed completed when it has been completed by the approving authority. When an employee is rated "unsatisfactory," the rating supervisor shall state reasons and, if practicable, suggestions for improvement. All performance appraisals of "unsatisfactory" must be discussed with the employee at an informal meeting to be scheduled by the rating supervisor, normally within seven days after the employee has seen the report and prior to its submission to the Executive Director. Employees receiving overall unsatisfactory appraisals may, at the employee's request, have union representation at the informal meeting. Late performance appraisals shall be voidable at the option of the employee.

(b) There shall be two overall ratings: "satisfactory" or "unsatisfactory." An employee receiving an "unsatisfactory" evaluation shall not receive an annual increment. Each employee shall receive a copy of his/her perfor-

mance appraisal and shall sign same indicating receipt but not necessarily agreement.

(c) It is the understanding of the parties that the performance appraisal system is intended to inform employees of their strengths and weaknesses and should not be used as a substitute for appropriate disciplinary procedures.

(d) The following procedure shall be used for supervisors wishing to reference counseling in an employee's performance appraisal. There will be no reference to counseling in the narrative sections of the performance appraisal document. Instead, the supervisor will attach his/her notes referencing the counseling of an individual employee to that employee's performance appraisal report. One year from the date of the issuance of said note, upon the request of the employee, the referencing note will be detached from the performance appraisal report, provided no additional counseling or disciplinary incident took place during that time period.

(e) Employees who are out of work at the time the performance appraisal is completed by the approving authority will have their evaluations mailed to their home address (via certified and regular mail) prior to the deadline set for filing evaluations. When the employee returns from leave, the supervisor will meet with the employee, review the evaluation, and obtain the employee's signature on the evaluation in accordance with (b).

Section 2. (a) Disputes concerning compliance with this Article may be subject to the grievance, but not the arbitration, procedure. Disputes concerning procedural requirements of this Article shall be promptly aired by the employee so that timely correction can be sought. Where appropriate, reasonable efforts shall be made to correct or mitigate alleged procedural defects.

(b) Notwithstanding paragraph (a) of this Section, disputes concerning the grounds for an "unsatisfactory" rating, and thus the denial of an increment, may be subject to arbitration, but the increment may only be restored if the evaluator's decision, in light of all the credible evidence, is clearly shown to be arbitrary and capricious. The arbitrator shall not substitute his/her judgment for the judgment of the evaluator in applying and weighing evaluation standards.

Section 3. All performance appraisals shall be conducted on forms which are standardized either by job classification or by division.

ARTICLE 13.

Personnel Files

Section 1. Definitions. An employee's "personnel file" is defined as:

(a) the personnel record maintained at the Office of the Chief Court Administrator; and

(b) the personnel file, if any, maintained by an Executive Director, a primary purpose of which is the collection of information concerning an employee's performance or conduct.

The reference above to records in the Office of the Chief Court Administrator shall be deemed, as to employees of the Public Defender Services Commission, to mean records contained in the Office of the Chief Public Defender.

(c) The Judicial Branch shall, not more than seven business days after receipt of a written request from an employee, permit such employee to inspect, and if requested, copy his or her personnel file.

Section 2. An employee on his request, or a Union representative upon written authorization, shall be permitted to examine and copy during normal business hours and at his/her expense, (\$.15 per page), all materials placed in his/her personnel file other than any pre-employment material or any other material that is confidential or privileged.

The Judicial Branch reserves the right to require its designee to be present while such file is being inspected or copied. The Union may have access to any employee records upon presentation of written authorization by the appropriate employee.

Section 3. Upon execution of this Agreement, no new material derogatory to an employee shall be placed in his/her personnel file until he/she receives a concurrent copy of such material. The employee shall sign said copy indicating receipt but not necessarily agreement.

At any time, an employee may file a written rebuttal to such material. Such material, including rebuttal if any, not subsequently incorporated into a service rating shall, upon request of the employee, be expunged after one (1) year.

An employee may file a grievance objecting to any derogatory material placed in his/her file, provided, however, no such grievance shall be arbitrable, unless and until it is used as grounds, in whole or in part, for disciplinary action, or it constitutes the basis of a decision not to select an employee for a promotion as defined in this Agreement.

In any arbitration proceeding alleging that derogatory material constituted the basis of a decision not to select an employee for a promotion, the remedy shall be limited to the removal of such material from the employee's personnel record. Accordingly, no remedy affecting the selection for a promotion shall be available.

Section 4. This Article shall not be deemed to prohibit supervisors from maintaining written notes or records on an employee's performance or conduct for the purpose of preparing performance appraisals and other appropriate purposes.

Such notes or records shall not be admissible in any appeal unless merged into a service rating or personnel record within one year of the date on which such notes or records were prepared.

An employee on his/her request shall be permitted to examine and copy, during normal business hours and at his/her expense, all notes or records placed in his/her supervisor's file. Said notes or records not subsequently incorporated into a service rating shall, upon request of the employee, be expunged after one (1) year.

ARTICLE 14.

Discipline

Section 1. Types of Discipline.

(a) No employee who has attained permanent status shall be discharged, demoted, suspended without pay or reprimanded except for just cause.

(b) In addition to the foregoing, the employer shall have the authority to transfer any employee due to misconduct related to harassment, a hostile work environment, discrimination, or workplace violence.

Section 2. Authority to Discipline.

Discipline may be imposed by any designee of the Chief Court Administrator who is not a member of the bargaining unit. Any discipline that is recommended by an individual who is not a state employee or state official, but rather is someone performing managerial or supervisory responsibilities under a contract with the Judicial Branch, must be approved by a Judicial Branch management employee designated by the Executive Director of the bargaining unit employee's division.

Section 3. Procedures for Imposition of Discipline. Appeal Procedures.

(a) The employer shall inform the employee in writing of the discharge, demotion, suspension without pay or reprimand, the effective date of such action and the reasons for such action. The employer shall set forth supporting facts in reasonable detail.

(b) Within twenty (20) days of the discharge, demotion or suspension without pay, an employee may file a Step 3 grievance. In cases involving written reprimands the filing deadline remains at thirty (30) days.

(c) Within fourteen (14) days after the appropriate response at Step 3, or if no response is forthcoming after the expiration of the time limit set forth in Article 10 (Grievance Procedure), the Union may invoke arbitration subject to the provisions of subsection (d) of this section.

(d) Written reprimands and performance appraisal references thereto, if any, shall be removed from the employee's personnel file one (1) year from the date of issuance provided that no other disciplinary incident occurs during that period of time. Notwithstanding the above, written reprimands shall continue to be grievable but shall not be arbitrable unless and until used as grounds, in whole or in part, for other disciplinary action, or constitute the basis of a decision not to select an employee for a promotion as defined in this Agreement. In any arbitration proceedings alleging that a reprimand constituted the basis of a decision not to select an employee for a promotion, the remedy shall be limited to the removal of the reprimand from the employee's personnel record. Accordingly, no remedy affecting the selection for a promotion shall be available.

Section 4. Notwithstanding the above provisions of this Article, the Employer may impose any type of disciplinary action on employees who have not attained permanent status; such action shall not be grievable or arbitrable.

Section 5. (a) Employees who engage in a strike, sympathy strike, work stoppage, slow-down, concerted withholding, interruption or disruption

of service, sickout, or any interference with the mission of the Judicial Branch may, at the exclusive option of the Employer, be discharged or disciplined.

(b) In taking action under paragraph (a), above, the Employer may also consider whether the employee induced, supported, or encouraged other employees to engage in activities prohibited by Article 4 (No Strikes - No Lockouts).

Section 6. Disciplinary Interviews. (a) A union steward may attend a disciplinary interview as a witness for, and consultant to, an employee when all of the following circumstances apply:

(1) The employee is being interviewed as a part of an investigation of misconduct by a supervisor, official, or other representative of the Connecticut Judicial Branch.

(2) Such discipline is considered likely at the time of the interview, but no final decision has been reached.

(3) The employee requests the presence of a steward.

(4) A steward is available within a reasonable time, ordinarily not to exceed twenty-four (24) hours.

(5) No emergency work situation involving the employee or the steward exists.

(6) The Steward does not interrupt or otherwise impede the interview

(7) Only one steward may attend an interview or series of interviews.

(b) The rights conferred in this Section constitute the full extent to which the parties intend the Weingarten case to be applied under C.G.S. Section 5-271 (a).

(c) Ordinarily, violations of paragraph (a) shall not be grounds for altering disciplinary action. However, the arbitrator reviewing such action may order other relief appropriate to the nature and circumstances of the case.

ARTICLE 15.

Reduction in Force

Section 1. Definition. A layoff is defined as the involuntary nondisciplinary separation of an employee due to a reduction in the work force.

Section 2. Reasons for Layoff.

(a) Employees may be laid off because of lack of work, economy, insufficient appropriation, a change in departmental organization, or abolition of position.

(b) Displacement by Volunteers. Any increased use of volunteers shall not form the basis for a layoff of any unit employee.

(c) Job Security. The parties have agreed that no bargaining unit member hired on or before July 1, 2017 shall be laid off for any reason. This job security will be applicable through June 30, 2021, subject to the limitations set forth below:

This protection from layoff does not prevent the Judicial Branch from restructuring and/or eliminating positions provided those affected are offered another job comparable in pay. An employee who is laid off due to refusal of such a position will not be considered a lay off for purposes

of this agreement. Protection from loss of employment is for permanent employees; it does not apply to employees in their initial probationary period.

Any employee who is laid-off after June 30, 2017 shall have available any and all rights set forth under the SEBAC Placement and Training Agreement.

Section 3. Procedures for Reduction in Force.

(a) Any necessary cutback in the number of employees shall be accomplished as far as practicable by normal attrition. If cutbacks of bargaining unit employees become necessary, the Judicial Branch and the Union, at the request of the Union, will discuss possible alternatives.

(b) Layoffs within the bargaining unit may be instituted on a department-wide basis or may be limited to one or more position classifications. The employer shall select the classification(s) involved in the layoff.

(c) In the event a layoff is necessary, employees serving a probationary period in that classification shall be laid off first; thereafter permanent employees shall be laid off in inverse order of seniority.

(d) Seniority as used in this Article is defined as current continuous service as a full-time or part-time (pro-rated) employee in the employee's current classification.

Current continuous service of full-time Adult Probation Commission employees as of December 31, 1978, shall be deemed service in the Adult Probation series.

The term "current classification" includes:

(1) for supervisory employees both the job title held and non-supervisory job titles in the classification series, e.g. a Chief Probation Officer's service as a Probation Officer I, Probation Officer II, etc., constitutes service in the "current classification"; and

(2) for non-supervisory employees all non-supervisory job titles in the classification series, e.g. a Probation Officer II's service as a Probation Officer I, Trainee, etc., constitutes service in the "current classification."

(3) for non-supervisory employees, immediately prior permanent service in a professional bargaining unit classification that has been eliminated.

(e) Bumping. Within seven days after the notice specified in Section 5, the employee shall provide written notice to the Director of Human Resource Management whether he/she elects to exercise bumping rights, and, if so, the classification he/she has selected. This election shall be binding on the employee and his/her failure to elect shall constitute a waiver of bumping rights.

An employee in a permanent professional bargaining unit position may bump any temporary employee in his/her current classification within the same division and within the same judicial district. Also, an employee in a permanent professional bargaining unit position may bump into the professional bargaining unit classification he/she held immediately prior to the current classification, if he/she had held a permanent position in that classification. The bumper shall be deemed to have only the seniority previously gained in the permanent position in the formerly held classification or classification series and in the bumper's present classification or

classification series and shall bump the employee with the lowest seniority in the previous classification statewide with less seniority than the bumper.

The bumped employee shall receive not less than fourteen (14) days notice of layoff and may be allowed in lieu of layoff, if he/she is in a permanent position, to bump any temporary employee in his/her current classification. When an employee bumps into a classification with a lower salary range in order to avoid layoff, his/her rate of pay in the lower classification shall be at the closest, or, if possible, the same rate in the lower salary range but not more than he/she was receiving at the time of bumping.

The Employer shall give the Union not less than four (4) weeks notice of layoffs.

(f) The parties agree that due to differences in job duties and skills, the provisions of this Section 3 may not be appropriate for application in cases of reduction in force affecting the following job classifications: Information Technology Analyst (Trainee, I, II, III, IV); Microcomputer Specialist (I, II); Network Technician (Trainee, I, II); Desktop Application Specialist (I, II); Systems Developer (Trainee, I, II, III, IV); Assistant Systems Developer; Technical Systems Analyst (Trainee, I, II); and Office Technology Specialist (I, II). Therefore, in the event of such reduction, the parties will meet and confer about appropriate modifications to the procedure set forth herein. In the event this process results in a change in that procedure, no new four (4) weeks notice shall be required.

Section 4. Impact of Contracting Out. (a) During the life of this Agreement no full-time permanent employee will be laid off as a direct consequence of the exercise by the Employer of its right to contract out.

(b) The Employer will be deemed in compliance with this Section if: (1) the employee is offered a transfer to the same or similar position which in the Employer's judgment he/she is qualified to perform with no reduction in pay; or (2) the Employer offers to train an employee for a position which reasonably appears to be suitably based on the employee's qualifications and skills. There shall be no reduction in pay during the training period.

Section 5. Notice of Layoff. The Employer shall give employees not less than four (4) weeks notice of layoffs.

Section 6. Seniority. An employee who has been laid off shall retain his/her seniority for twenty-four (24) months but he/she shall not continue to accrue seniority while laid off.

Section 7. Recall. Employees who have been laid off shall be recalled, in order of seniority within their current classification as defined in Section 3 (d), above, provided that if an employee refuses to accept a position within thirty (30) miles of the employee's home, then the Employer's obligation to said employee shall be fully discharged and the employee shall have no further rights to be recalled. Notwithstanding the above, the Employer's obligation to recall an employee shall be discharged twenty-four (24) months following the employee's layoff.

Any employee who is laid off pursuant to this article and who is reemployed within two (2) years from the date of his/her layoff shall be credited with the amount of sick leave that was accrued on the effective date of his/her layoff.

Section 8. Seniority Tiebreaker. When employees are deemed to have equivalent seniority in class, the following shall be the method by which “ties” are broken:

(1) The employee with greater “total service” in the Judicial Branch shall be deemed more senior, and if that does not break the tie, then;

(2) The employee with greater total state service, as calculated for longevity purposes, shall be deemed more senior, and if that does not break the tie, then;

(3) The determination shall be resolved by drawing the name(s) of the person(s) to be deemed more senior by lot.

Section 9. Expedited Arbitration. Where there is a dispute concerning the employer’s determination of relative seniority for the purpose of layoff, expedited arbitration shall be available.

Expedited arbitration shall be accessed by the filing of a grievance within ten (10) work days of the receipt of the layoff notice. The grievance must identify the employee or employees who should have been laid off other than the grievant or grievants. The grievance shall be deemed waived unless submitted at Step 3: (a) either within 10 work days of the receipt of the notice of layoff; or (b) within 30 days from the date the grievant or any Union representative or steward through reasonable diligence should have known of the act or omission, whichever is later.

Within three (3) work days thereof, the Director of Human Resource Management or his/her designee shall hold a conference with the Grievant and the Union. If the matter is not resolved at that conference, the parties shall arrange for arbitration within twenty-one (21) calendar days thereafter.

In any arbitration hereunder, the parties shall be obligated to present all information at the hearing. There shall be no subsequent briefing and the record shall close at the end of the hearing. The arbitrator shall be obligated to render a bench decision but, at the request of either party, shall commit his/her decision to writing within thirty (30) days thereafter. The statutory period for appeal of said award shall run from the date of receipt of said written award, if any.

ARTICLE 16.

Safety

The Employer is receptive to all recommendations regarding improvement of apparently unsafe or unhealthy conditions. Once the Employer determines that an unsafe or unhealthy condition exists, it will (1) attempt to alleviate or otherwise remedy the condition, or (2) exert a good faith effort with appropriate third parties to alleviate or otherwise remedy the condition. In the event there is a disagreement regarding whether an unsafe or unhealthy condition exists, the Union and the Employer will attempt to resolve it informally.

If an employee is required to perform some duty or task under an unsafe condition which in fact presents a clear, present, and substantial danger of physical harm, the employee may refuse to perform the duty or task pending the immediate and expedited communication of the unsafe condition through the chain of command.

Disputes over unsafe or unhealthy working conditions shall be processed through the Labor Department for compliance with CONN-OSHA or otherwise with the Statewide Labor Management Advisory Committee, but shall not be subject to the grievance procedure.

The appropriate applications of this Section, including disputes on operating unsafe vehicles or equipment, shall be discussed by the Statewide Labor Management Advisory Committee.

ARTICLE 17.

Compensation

Section 1. and Section 2. Base Salary Increases and Annual Increments.

Section 1. and Section 2. Base Salary Increases and Annual Increments. For contract year 2022-2023, effective on the pay period covering the 7/1/22 date, the base salary for bargaining unit employees shall be increased by two and one-half percent (2.5%). Annual increments shall be paid effective July 1, 2022 or January 1, 2023, depending on the employees' date of hire. In addition, all bargaining unit members shall be paid a one-time lump sum of one thousand dollars (\$1,000.00) effective July 14, 2022, pro-rated for part time employees.

For contract year 2023-2024, effective on the pay period covering the 7/1/23 date, the base salary for bargaining unit members shall be increased by two and one-half percent (2.5%). Annual increments shall be paid effective July 1, 2023 or January 1, 2024, depending on the employees' date of hire.

For contract year 2024-2025, increases in base annual salary effective July 1, 2024 shall be negotiated between the parties. Such negotiations shall commence no later than August 1, 2024. Such negotiations shall be limited to the general wage increase, annual increments, and lump sum payments to employees who have ceased receiving annual increments, unless the parties mutually agree otherwise.

Effective July 1, 2022 through June 30, 2024, employees at the maximum step of the salary plan who have ceased receiving annual increments shall be eligible for a lump sum payment of one thousand two hundred fifty dollars (\$1,250.00) per year. The payment shall be made as of the date the increment as specified above would have applied (January 1 or July 1) and may be denied for an overall "unsatisfactory" performance appraisal. This lump sum payment is subject to the reopener negotiation for contract year 2024-2025.

Section 3. Longevity. Employees shall continue to be eligible for longevity payments for the life of the contract in accordance with existing practice.

In no event shall any employee first hired on or after July 1, 2011 be entitled to a longevity payment; provided, however, any individual hired

on or after said date who shall have military service which would count toward longevity under current rules shall be entitled to longevity if they have the necessary service requirement in the future.

Section 4. Travel Reimbursement. An employee who is required to travel on official state business shall be reimbursed at the rates, set by the Federal GSA Meals & Incidentals (M&IE) Breakdown for Hartford County, Connecticut. An employee who is required to remain away from home overnight in order to perform the regular duties of his/her position, may be reimbursed for lodging expenses in accordance with the Standard State Travel Regulations. Advance approval must be obtained from the Office of the Chief Court Administrator.

An employee who is required to use his/her personal vehicle in the performance of duty shall be reimbursed in accordance with the Government Services Administration (GSA) rate adjusted to the first day of the month that follows the GSA rate change. Reasonable parking fees and tolls shall also be reimbursed when the request is accompanied by receipts.

Section 5. Tuition Reimbursement. The Employer shall allocate \$12,000 for the existing tuition reimbursement program in each year of the agreement. Tuition reimbursement shall be up to a maximum equal to seventy-five (75%) of the per credit rate for undergraduate and graduate courses at the University of Connecticut, Storrs; however, such reimbursement shall not exceed the actual cost of each course. Unused amounts allocated for tuition reimbursement in one fiscal year shall be available in the next fiscal year. Should the tuition reimbursement fund become depleted at any time during any year of the agreement, any unused funds designated for conferences as specified in Section 6 below may be used to settle outstanding tuition reimbursement claims.

Section 6. Conference Fund. (a) The Employer shall allocate \$32,000 for each contract year to finance attendance at workshops, non-credit bearing certification programs, seminars or conferences by employees without loss of pay or benefits. Such workshops, seminars or conferences must be educational and beneficial to the employee and the Judicial Branch and shall not include steward training. A maximum of \$400.00 shall be allotted for any one attendance and no employee will attend more than two conferences, workshops, or seminars per year of this Agreement. However, for noncredit bearing certification programs, the maximum shall be a total of \$800.00 per employee per year of this Agreement, regardless of the number of sessions in the non-credit bearing certification program. To be clear, no employee may receive more than \$800.00 per year of this Agreement for workshops, non-credit bearing certification programs, seminars or conferences under this Section. These funds shall be used for payment of fees and/or travel expenses, including such items as meals or lodging. These funds shall be allocated in equal amounts on a quarterly basis. Funds not committed in one quarter shall carry over to the next quarter. Unused amounts allocated for conference fund reimbursement in one fiscal year shall be available in the next fiscal year.

(b) Every effort shall be made by the Employer to allow participation in said workshop, non-credit bearing certification programs, seminars or conferences. Selection of employees shall be made by the Employer. Employees holding the title of Clinical Coordinator who hold clinical licenses shall have the cost of their annual licensure renewal fee reimbursed under this section. Such reimbursement levels of professional licenses and fees shall be 100% of the actual cost.

(c) Upon approval of a request under this section by the Branch, such request shall be forwarded to the Director of Fiscal Administration at least two (2) weeks in advance of the event. If an employee who has had a request approved does not attend the workshop, non-credit bearing certification programs, seminar or conference, prompt notice of cancellation shall be provided to the Branch.

As soon as possible but not more than thirty (30) days following the event, the employee shall submit a claim for reimbursement on the appropriate form and required receipts to the Branch. If no claim for reimbursement has been submitted within ninety (90) days of the date a workshop, non-credit bearing certification program, seminar or conference was scheduled, the funds committed for that activity shall be released and made available for others.

Funds committed for workshops, non-credit bearing certification programs, seminars or conferences in one fiscal year shall carry over to the next fiscal year in order to allow payment of prior year claims.

Employees who attend these activities may be requested by management to prepare reports and/or make a presentation on the events and information acquired.

Funds committed for workshops, seminars or conferences in one fiscal year shall carry over to the next fiscal year in order to allow payment of prior year claims.

Employees who attend these activities may be requested by management to prepare reports and/or make a presentation on the events and information acquired.

Section 7. Automobile Availability Fee. For each year of this agreement, employees required to have a vehicle available for daily use, excluding employees who are assigned to a state vehicle full time, shall receive an automobile availability payment in accordance with the Memorandum of Understanding on Automobile Availability Fee dated January 28, 2021. (See Appendix C.)

Section 8. On Call/Standby Pay. Employees covered under this agreement required by managerial directive to standby, carry a response device or be available for immediate response during off duty hours, shall be compensated in accordance with the Memorandum of Agreement re GPS / On Call / Standby Pay (01/23/2019) and the Memorandum of Agreement re Earning Comp Time for GPS/On Call (9/6/2019) (see Appendices D1 and D2) and the Memorandum of Agreement re: Information Technology and Other Employees, section 7 (d) (see Appendix G).

Section 9. Night Shift Differential for Juvenile Detention Employees. Employees who are regularly assigned to work shifts beginning after

1:00 p.m. shall receive a one (1) dollar per hour night shift differential. Night shift differential shall be paid only for hours worked and not on leave time.

Section 10. Weekend Differential for Juvenile Detention Employees. For purposes of this section, a weekend is defined as the forty-eight (48) hour period beginning at 11:00 p.m. on Friday and ending at 11:00 p.m. on Sunday night. Weekend differential shall be paid for working a full shift with the majority of shift hours falling on the weekend. Weekend differential shall be paid only for hours worked and not on leave time. Eligible employees shall receive a weekend differential of eighty (80) cents per hour.

Section 11. Voluntary Unpaid Furlough days.

Each member of the bargaining unit may take two voluntary furlough days in each year of the contract. These furlough days will be duty free. Dates and times selected will be authorized unless doing so creates an operational hardship. In that case, the least senior employee(s) will be advised to select a different date.

Seniority determinations will be made in accordance with Article 15, Section 3. The employee will be able to use the equivalent number of furlough hours in .25 increments (15-minute increments, or multiples thereof). Use of furlough hours must be requested in advance and approved by management. Pay for each such voluntary furlough days shall be deducted in the pay period in which it is taken. Voluntary furlough days will be treated in the same manner as voluntary schedule reductions under Conn. Gen. Stat. 5-248 (c).

Section 12. Salary Range Progression for Accreted Groups (CLS, Information Technology and Other Employees)

(a) Pay group progression and annual salary increases for Counsel, Legal Services (“CLS”) employees are in accordance with the Memorandum of Agreement Re: Counsel Legal Services dated May 1, 2019 (see Appendix F).

(b) Pay group progression and annual salary increases for those job titles covered by the Memorandum of Agreement Re: Information Technology and Other Employees dated May 1, 2019 (see Appendix G).

ARTICLE 18.

Temporary Service in a Higher Class

Section 1. An employee who is assigned to perform temporary service in a higher class shall, commencing with the thirty-first consecutive work-day, be paid for such actual work retroactive to the first day of such work at the rate of the higher class as if promoted thereto.

Section 2. Such assignments may be made when there is a vacancy in a permanent position which management has decided to fill, or when an employee is on extended absence due to illness, leave of absence, or other reasons. Extended absence is one which is expected to last more than thirty (30) working days.

Eligibility for temporary assignments to a higher classification requires that the employee meet the minimum qualifications for the higher classification as defined in the official job specification.

Section 3. An Executive Director making a temporary assignment to a higher class shall issue the employee written notification of the assignment and shall immediately forward the appropriate form seeking written approval of the assignment from the Chief Court Administrator or his designee.

The Chief Court Administrator or his designee shall expedite requests for approval of assignments to temporary service in a higher class.

Section 4. If on or after the thirty-first consecutive working day of such service, the Chief Court Administrator or his designee has not approved the assignment, or in the event the Chief Court Administrator or his designee disapproves the requested assignment, the employee upon request shall be reassigned to his/her former position.

If the employee does not request reassignment to his/her former position, the employee shall continue working as assigned.

Section 5. Temporary assignments to a higher class for periods of thirty (30) working days or less shall not be utilized to defeat the basic contractual obligation herein.

ARTICLE 19.

Hours of Work

Section 1. Regular Workweek.

(a) Full-time professional employees work a regular forty (40) hour week for the term of this agreement provided that hours of duty are based upon position responsibility. Such employees shall work as needed or required, consistent with the provisions of Article 20 (Compensatory Time Off).

Section 2. Scheduling of Hours.

(a) Full-time employees normally work Monday to Friday between the hours of 7:30 a.m. and 5:30 p.m. in accordance with one of the following schedules:

7:30a.m. to 4:00 p.m. 7:45 a.m. to 4:15 p.m.

8:00 a.m. to 4:30 p.m.	8:00 a.m. to 4:45 p.m.	8:00 a.m. to 5:00 p.m.
8:15 a.m. to 4:45 p.m.	8:15 a.m. to 5:00 p.m.	8:15 a.m. to 5:15 p.m.
8:30 a.m. to 5:00 p.m.	8:30 a.m. to 5:15 p.m.	8:45 a.m. to 5:15 p.m.
	9:00 a.m. to 5:30 p.m.	

(b) Nothing in this article shall be deemed to prohibit the employer from assigning employees regular work hours outside the normal schedule so long as the Employer has met its responsibility to bargain over said changes of hours in accordance with the State Employees Relations Act (SERA).

(c) CLS employees who work fewer than forty (40) hours per week shall work in a schedule approved by management.

(d) Exhibit A employees listed in the accretion Memorandum of Agreement for Information Technology and Other Employees dated May 1, 2019 (see Appendix G), other than those referenced in paragraph (e) below, who currently work a schedule other than those set forth in Section 2(a) above shall continue to work such schedule so long as the individual employee and the Branch agree.

(e) Exhibit A employees listed in accretion Memorandum of Agreement for Information Technology and Other Employees dated May 1, 2019 (see Appendix G) in the Information Technology Division, as well as Information Technology employees assigned to other divisions or the Office of the Probate Court Administrator, shall work whatever schedule may be approved or assigned by the employer. All such employees shall be covered by the IT Division Policy & Procedure on overtime pay and on-call stipend in effect on the effective date of this Agreement, except that the on-call stipend specified therein shall be increased by the same percentage and at the same time as the general wage increases specified in this Agreement and future agreements. The compensatory time provisions of said Policy & Procedure shall be interpreted in accordance with applicable FLSA standards.

Section 3. Meal Periods. Meal periods shall be one (1) hour, forty-five (45) minutes or thirty (30) minutes at the option of the employee during the term of this agreement.

Meal periods shall be scheduled close to the middle of a shift, subject to the operating needs of the jurisdiction as determined by officials in charge. Meal periods shall, except in unusual circumstances, be considered duty free. Meal periods shall not be counted as work time. The voluntary omission of a meal period in whole or in part shall not modify the starting or leaving time schedule.

Section 4. Rest Periods. (a) Employees shall be entitled to two (2) fifteen (15) minute rest periods during the working day, one (1) in each half shift (to be scheduled by the supervisor), except that operational needs may preclude such periods for courtroom personnel. A rest period commences when the employee ceases work at the duty station. The voluntary omission of a rest period in whole or in part shall not modify the starting or leaving schedule.

ARTICLE 20.

Compensatory Time Off

Section 1. Definition. For purposes of this Agreement, compensatory time off is defined as leave time related to the number of hours an employee has worked in excess of the standard workweek providing, however, that such additional hours worked have accrued in accordance with this Article.

Section 2. Accrual.

(a) No employee may earn compensatory time off unless:

(1) the employee is specifically directed and required, at the invitation of a judge, supervisor, or other authorized official, to perform work in excess of their standard workweek; or

(2) the Executive Director, upon request of the employee, approves in writing compensatory time off for work already performed. It is further provided that compensatory time shall not accrue for work performed at an employee's place of residence unless such work is performed by Chief Probation Officers, Adult Probation Officers, Juvenile Matters Supervisors or Juvenile Probation Officers in conjunction with GPS/On Call duties.

(b) **Grace Period.** Compensatory time may not be claimed for consecutive worktime, otherwise claimable under this Article, of less than fifteen(15) minutes.

(c) **Measurement.** Compensatory time shall be measured to the nearest fifteen (15) minutes.

(d) **Remote Work.** The hours of work while remote working shall match the hours that would be worked at the official duty station, unless specific approval has been granted otherwise. Remote working employees must adhere to their approved work schedules, including lunch and breaks. Work earning compensatory time must be approved in advance by the supervisor/manager. No travel time will be included in regular work hours to arrive at a remote work location.

Section 3. Taking and Lapse of Compensatory Time. Compensatory time earned will lapse unless it is taken not later than during the third month next succeeding the month in which it has accrued. However, with the permission of an employee's first supervisor outside the bargaining unit, earned compensatory time may be carried over for an additional period not to exceed one (1) month, if all of the following conditions have been met:

- (1) at least two (2) days in any month have been earned;
- (2) continuing job responsibilities preclude the taking of such time; and
- (3) the employee has requested such time off within two (2) weeks prior to the initial lapse date.

Requests for permission to carry over such time shall be made in a timely fashion and shall not be unreasonably withheld.

Compensatory time earned during the term of this agreement will lapse unless it is taken within six months of being earned. In addition, compensatory time earned during the term of this agreement may be carried over for an additional period not to exceed three months, if all conditions listed above have been met. This method of earning and extending compensatory time is for the term of this contract only and expires on 6/30/2012.

Section 4. Reporting. When compensatory time is earned or taken it must be reported on the attendance report submitted to the Office of the Chief Court Administrator.

ARTICLE 21.

Vacation—Personal—Military Leave

Section 1. Eligibility for Vacation Leave. Each full-time or pro-rated part-time permanent employee in the bargaining unit who is included in the regular bi-weekly payroll and whose salary is allocated to a particular group and step, is eligible to accrue vacation time with pay.

The term “permanent employee” shall be construed to mean an employee in a permanent position as distinguished from an employee who is paid on the temporary payroll. It shall not be construed to mean an employee with “permanent status” as defined in Article 11 (Probationary Period).

The Chief Court Administrator or his designee may establish regulations concerning the accrual, prorating, and granting of vacation time with pay for employees of the Judicial Branch who hold permanent part-time positions and who are included in the regular biweekly payroll.

Section 2. Accrual of Vacation Time.

(a) (1) Eligible employees who are on the forty (40) hour per week payroll shall accrue ten (10) vacation hours per month for each completed month of continuous full-time service except that employees who have completed twenty (20) years of service shall accrue thirteen and one-third ($13 \frac{1}{3}$) vacation hours for each completed month of continuous full-time service.

(2) In computing the effective date of an employee’s first month’s accrual at the twenty (20) year rate, all service time accepted for purposes of computing longevity payments to such employee shall apply.

(b) Vacation leave starts to accrue with the first working day of the first full calendar month after date of commencement of employment and is credited to the eligible employee on the completion of the calendar month.

(c) No leave shall accrue for any calendar month in which an employee is on leave of absence without pay for more than an aggregate of three (3) working days.

(d) Unused vacation hours may accumulate to a maximum of the equivalent of one hundred twenty (120) days. After an employee has attained this maximum accrual, vacation hours shall begin to reaccrue in the month when some of such leave is taken.

Section 3. Taking Vacation Time.

(a) An employee shall be allowed, subject to the approval of his Executive Director, to choose the time of his/her vacation. In the event of conflicting schedules of leave, length of service in the Branch shall prevail, provided the more senior employee has chosen the time of his/her vacation at least 60 days prior to the commencement date of the vacation. Seniority for purposes of this paragraph shall be defined as current, continuous service as a full-time employee in the Connecticut Judicial Branch.

(b) In no event shall an employee take more than the hourly equivalent of twenty-five (25) working days accrued vacation time in any one calendar year without first having obtained the approval of the Office of the Chief Court Administrator.

Section 4. Payment for Accrued Vacation Time on Termination of Employment.

(a) On termination of employment by retirement or resignation, each eligible employee, other than one whose compensation is fixed by statute, shall be granted a lump sum payment for vacation leave accrued and unused up to and including the last full calendar month of work. The

amount paid shall be equal to the employee's hourly rate, which shall be based upon the employee's salary at the time of his/her resignation or retirement, times the number of unused vacation hours accrued to his/her credit at the time of his/her resignation or retirement.

(b) In the event an employee, other than one whose compensation is fixed by statute, dies, a lump sum payment shall be made for all vacation leave accrued to him/her and unused at the time of his/her death. The amount paid shall be equal to the salary the deceased employee would have received had he/she remained in the service of the Judicial Branch until the expiration of such vacation period. Such payment shall be made to the surviving beneficiary or beneficiaries lawfully designated by the employee under the state employees retirement system or, if there is no such designated beneficiary or beneficiaries, to the estate of the deceased.

Section 5. Transfer of Vacation Accrual. The number of vacation hours accrued by a state employee up to the date he/she transfers into the Judicial Branch shall be accepted by the Branch and credited to him/her on the Branch's personnel records.

Section 6. Personal Leave Days.

(a) In addition to normal vacation accrual as set forth in these regulations, there shall be granted to each full-time or pro-rated part-time, permanent employee of the Branch three (3) days of personal leave of absence with pay in each calendar year. Accrual and use of personal leave time shall be measured in "hours" rather than "days."

(b) Personal leave of absence shall be taken for the purpose of conducting private affairs, including observance of religious holidays, and shall not be deducted from vacation or sick leave credits. Personal leave of absence time may be taken only when requested in advance by the employee and approved by his/her Executive Director. Personal leave days which are not taken in a calendar year shall not be accumulated but shall lapse.

(c) Full-time permanent employees of the Judicial Branch may not take personal leave time until after the conclusion of six (6) months continuous service as full-time employees of the State of Connecticut, during which period they have not been on a leave of absence without pay for more than ten (10) working days.

Section 7. Records. All vacation leave and personal leave shall be recorded in the attendance records in the Office of the Chief Court Administrator. Such records shall reflect for each eligible employee the current amount of vacation leave accrued, the amount and dates when such leave was taken, the current balance of such leave available, and the number of personal leave hours taken during the calendar year. The records will be subject to review by the Chief Court Administrator and the individual record of an employee in the Branch shall be available to such employee upon written request.

Section 8. Military Leave. A full-time permanent employee of the Branch who is a member of the armed forces of the State or of any component of the armed forces of the United States and who is required

to undergo field training therein shall, for a period not exceeding three (3) calendar weeks of such field training each year, be entitled to a leave of absence with pay, in addition to his/her annual vacation. Such military leave shall be granted upon submission to the Chief Court Administrator of acceptable and official military orders for such military training. Further military leave of absence with pay, up to a maximum of thirty (30) days in any calendar year, may be granted by the Chief Court Administrator for service due to emergencies proclaimed by the Governor or the President.

ARTICLE 22.

Sick Leave—Leave Without Pay

Section 1. Eligibility for Sick Leave. Each full-time or pro-rated part-time, permanent employee in the bargaining unit who is included in the regular biweekly payroll and whose salary is allocated to a particular group and step is eligible to accrue sick leave starting with the first working day of the first full calendar month after date of commencement of employment in the Branch.

Section 2. Sick Leave Accrual.

(a) Sick leave accrues at the rate of ten (10) hours per completed calendar month of continuous full-time service for employees who work a scheduled eight (8) hour day. Sick leave continues to accrue during the period of time an employee is on an authorized leave of absence with pay.

(b) Sick leave continues to accrue in the month when some of such leave is taken.

(c) No sick leave hours shall accrue for any calendar month in which an employee is on leave of absence without pay for an aggregate of more than three (3) working days.

(d) Sick leave shall accrue for the first twelve (12) months in which a Judicial Branch employee eligible to receive workers' compensation and sick leave benefits is actually receiving workers' compensation benefits under the provisions of the General Statutes.

Section 3. Granting Sick Leave.

(a) Sick leave to the extent accumulated by the employee and credited to his/her account in the attendance and leave records maintained by the Chief Court Administrator shall be granted to an eligible employee upon satisfactory proof of illness or injury, including pregnancy, incapacitating such employee for duty, in order that such employee may recuperate from such illness or injury. During such leave the employee shall be compensated in full and retain his/her employment benefits.

(b) Sick leave to the extent accumulated by the employee and credited to her account in the attendance and leave records maintained by the Chief Court Administrator shall be granted to an employee during the period of time that she is disabled as the result of pregnancy. Disability may be presumed starting not more than four (4) weeks prior to the expected date of delivery as certified by the employee's physician and may be presumed ending not more than six (6) weeks following the actual date of birth.

(c) Sick leave to the extent accumulated by the employee and credited to his/her account in the attendance and leave records maintained by the Chief Court Administrator shall be granted to employees for the adoption or taking custody of a child up to a maximum of six (6) weeks immediately following the event subject to proper certification.

(d) The time an employee is sick while on annual vacation leave, other than terminal vacation leave, shall be charged against accrued sick leave if the employee files an acceptable medical certificate with the Chief Court Administrator attesting to the fact that the employee was sick and would have been unable to work on the day or days claimed sick.

(e) A holiday occurring when an employee is on sick leave will be counted as a holiday and not charged as sick leave. When special time off is granted, however, an employee on sick leave shall be charged as prescribed by the Chief Court Administrator.

(f) If an employee is receiving workers' compensation or disability compensation, he/she may elect to draw upon his sick leave to the extent authorized by the General Statutes.

(g) Consistent with existing practice, upon exhaustion of accrued sick leave, other accrued paid leaves may be used by employees who are incapacitated or disabled as provided in and subject to the conditions of paragraphs (a) and (b), above.

Section 4. Special Leave of Absence with Pay Chargeable to Accrued Sick Leave. Any eligible employee may be granted special leave of absence with pay chargeable to accrued sick leave for the following reasons:

(1) for medical or dental treatment for which arrangements cannot be made outside of working hours;

(2) when his/her presence at duty will expose others to contagious disease;

(3) in the event of death in the immediate family when as much as five (5) working days leave with pay may be granted. Immediate family means spouse, domestic partner*, father, mother, sister, brother or child, and also any person who is domiciled in the employee's household; (*domestic partner is defined as a person who has qualified for domestic partner benefits under the parties' pension and health care agreement.)

(4) in the event of critical illness or severe injury in the immediate family (as defined in #3 above) creating an emergency requiring the attendance or aid of the employee, when as much as ten (10) days leave with pay in a calendar year may be granted;

(5) going to, attending, and returning from funerals of persons other than members of the immediate family, if prior permission is requested of, and granted by, the employee's supervisor, as much as the equivalent of one (1) day's leave with pay may be granted per occurrence.

Section 5. Advanced Sick Leave.

(a) No sick leave with pay in excess of the sick leave hours accumulated to an eligible employee's credit shall be granted unless authorized in advance by the Executive Secretary with the approval of the Chief Court Administrator. Such authorizations shall be granted only in cases involving

extended periods of illness or injury. No advance of sick leave shall be authorized unless the employee has first exhausted all accrual to his/her credit for sick leave and vacation leave, including current accruals. No advance of sick leave shall be granted until an employee has completed at least five (5) years of full-time employment in state service.

(b) The advanced sick leave which may be granted shall be on the basis of one (1) day at full pay for each completed year of full-time service. In no case shall advanced sick leave exceed thirty (30) days at full pay.

(c) Any such advanced sick leave as may be granted shall be repaid by an equal charge against such sick leave as the employee may subsequently accrue. No repayment of advanced sick leave shall be required, however, until the employee has first accrued five (5) days of sick leave following his/her return to duty.

Section 6. Medical Certificate. For the following reasons an acceptable medical certificate, signed by a licensed physician or other practitioner whose method of healing is recognized by the State, may be required of an employee by the Office of the Chief Court Administrator or by an employee's Executive Director to substantiate a request for sick leave or special leave of absence with pay:

(1) any period of absence consisting of more than five (5) consecutive working days;

(2) to support request for sick leave during annual vacation;

(3) when excessive absenteeism or other circumstances indicate reasonable cause for requiring such a certificate.

The Office of the Chief Court Administrator may designate a physician who is mutually agreed upon to make a further examination.

Section 7. Removal from Payroll. (a) (1) A leave of absence without pay for the protection or improvement of an employee's health, or for any other cause considered reasonable or proper, may be granted to an employee upon approval of the appointing authority or any authorized committee thereof for a period not to exceed one (1) year. Requests for such leave must be submitted in writing to the Office of the Chief Court Administrator. Such leave may be extended beyond one (1) year by the appointing authority or any authorized committee thereof.

(2) Upon expiration of paid leave for disability resulting from pregnancy or the adoption or taking custody of a child, the employee may request, and shall be granted, a medical leave of absence without pay, position held, for a period not to exceed six (6) months following the date of termination of the pregnancy or the date of taking custody of the child. Such medical leave of absence may, at the exclusive option of the appointing authority or any authorized committee thereof, be extended beyond the six (6) month period, with or without holding the position. Requests for such extensions shall be submitted to the Office of the Chief Court Administrator.

(b) A leave of absence without pay shall be granted to a full-time, permanent employee who leaves his/her employment for the purpose of entering the armed forces of the United States. Such an employee shall be reinstated in his former position and duties, provided the following conditions are met:

(1) within ninety (90) days after he/she has received a certificate of satisfactory service from the armed forces, he/she makes application for return to service with the Judicial Branch;

(2) such person must be able and qualified to perform the work required;

(3) work must be available. In considering the factor of availability of work, the appointing agency of the Judicial Branch shall replace any employee, junior in service, who was employed for the purpose of filling the position vacated by such returning employee.

This Section shall not apply to any employee who, because of voluntary reenlistment, has been absent from the service with the Judicial Branch for a period of more than three (3) years in addition to war service or compulsory service and the ninety (90) day period hereinbefore provided for.

Section 8. Status of Accrued Sick Leave and Paid Leave Upon Re-employment of Resigned Employee.

Any employee who resigns in good standing from the Branch and who is reemployed within one (1) year from the date of his/her resignation shall be credited with the amount of sick leave accrued to his/her credit on the effective date of his/her resignation.

Section 9. Compensation for Unused Sick Leave Accrual Upon Retirement. Each eligible employee in the Branch who retires on or after July 1, 1978, shall be compensated, effective as of the date of his/her retirement, at the rate of one-fourth (1/4) of his/her daily salary for each day of sick leave accrued to his/her credit as of his/her last day on the active payroll up to a maximum payment equivalent to sixty (60) days pay.

Section 10. Records. All leave with or without pay shall be recorded in the attendance records in the Office of the Chief Court Administrator. Such records shall reflect the current amount of sick leave accrued, the amount and dates when leave was taken, and the current balance available to each employee. The records will be subject to review by the Chief Court Administrator, and the individual record of an employee in the Branch shall be available to such employee upon written request.

Section 11. Upon death of an employee who has completed ten (10) years of State service, the employer shall pay to the beneficiary one-fourth (1/4) of the deceased employee's daily salary for each day of sick leave accrued to his/her credit as of his/her last day on the active payroll up to a maximum payment equivalent to sixty (60) days pay.

Section 12. Emergency Sick Leave Bank.

(a) There shall continue to be an Emergency Sick Leave Bank, composed of the contributions of bargaining unit employees pursuant to the terms of the 1983-86 collective bargaining agreement, and any additional contributions as provided pursuant to this section. All unit employees serving an original probationary period on the effective date of this Section and all unit employees hired after that date shall contribute eight (8) hours from accrued sick leave to the sick leave bank upon obtaining

permanent status. Hours contributed shall not revert to employees if not used.

(b) Days contributed to the bank shall thereafter be allocated to non-probationary employees with catastrophic or extended, long-term illness.

(c) To be eligible for allocation of sick days from the bank an employee must meet the following conditions:

(1) Exhaustion of all sick leave, personal and vacation leave, including advanced sick leave under Section 5 of this Article.

(2) The illness or injury is not covered by workers' compensation and/or such benefit has been exhausted.

(3) An acceptable medical certificate supporting the absence is on file.

(4) The bank is not depleted.

(d) Days shall be allocated by the Labor Management Advisory Committee. This Committee shall have full authority to grant benefits and administer the program in accordance with guidelines outlined in subparagraph (b), above. In addition, the Committee shall consider as a factor the extent and circumstances of the applicant's usage of sick leave prior to the illness in question.

(e) Used days shall be carried over from year to year and shall not lapse. If at any time the bank balance should fall below seven hundred fifty (750) hours, the Committee shall be empowered to withdraw a supplemental contribution of up to eight (8) hours from each permanent employee's accrued sick leave. Said withdrawal should be made only after a majority vote of the Committee. Time off without loss of pay or benefits may be granted, as necessary, to members the Committee to attend meetings to administer this program.

(f) The actions or non-actions of this Committee shall in no way be subject to collateral attack or the grievance/arbitration machinery. The panel shall not be considered a State agency, board or any other subdivision of the Employer. No requests shall be conducted as contested cases or otherwise be subject to the Administrative Procedure Act.

ARTICLE 23.

Holidays

Section 1. Holidays.

(a) For the purposes of this Article, holidays are as follows: New Year's Day, Martin Luther King Day, Lincoln's Birthday, Washington's Birthday, Good Friday, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Christmas Day.

(b) Each bargaining unit employee shall be entitled to a day off from work without loss of pay or benefits for each designated holiday or date of celebration, but not both.

Section 2. Premium Holidays. Work on Holidays

(a) Bargaining unit employees, who are required to work or are called in to work on a premium holiday shall be paid at the rate of time and one-half for all hours worked on the premium holiday in addition to compensatory time for the day. Premium holiday pay will be paid for

work on the dates set forth in subsection (b) even if these dates fall on a Saturday or Sunday.

(b) For purposes of this section, premium holidays are:

New Year's Day	January 1st
Memorial Day	the last Monday in May
Independence Day	July 4th
Labor Day	the first Monday in September
Thanksgiving	the fourth Thursday in November
Christmas Day	December 25 th

Premium pay shall be paid for those shifts with the majority of hours on the premium holiday. In no event will the Employer make premium payment for more than a twenty-four (24) hour period.

(c) Bargaining unit employees who are required to work or are called in to work on other holidays shall be paid at the regular hourly rate in addition to compensatory time for the day.

Hours worked on other holidays shall be paid at the regular hourly rate in addition to compensatory time for the day.

ARTICLE 24.

Group Health Insurance

The terms and conditions of employee health insurance coverage and benefits are negotiated separately by the State and Unions. All provisions concerning the health insurance coverage and benefits are governed by the separate agreement of the parties on that subject.

ARTICLE 25.

Employee Rights

Employees covered by this Agreement shall suffer no reprisals for exercising their rights under this Agreement. Employees covered under this Agreement shall have full rights to Union representation as described in Article 10 (Grievance Procedure) and Article 14 (Discipline), Section 6.

ARTICLE 26.

Transfers for Operational Reasons

Section 1.

(a) The Employer decides the job class involved in transfers, and determines the location from which and to which such transfers will be made. In determining such locations, commuting distances shall be a factor considered.

(b) Seniority for purposes of this Article is determined by date of appointment to the job class identified for transfer and shall be deemed broken only by termination of employment, dismissal or retirement. Ties in seniority shall be resolved utilizing the method defined in Article 15, Section 8.

Section 2.

(a) A permanent transfer is defined as a permanent, indefinite change in duty station. Permanent transfers shall first be attempted on a voluntary

basis with seniority, as defined in Section 1b above, being the controlling factor. Involuntary permanent transfers shall be made in accordance with inverse seniority (as defined in Section 1. (b) above) with the least senior employee in the identified job class at the identified location being transferred.

(b) The employee to be transferred may refuse to accept a permanent transfer by bumping the least senior bargaining unit employee in the job class involved. The bumped employee shall be subject to transfer by the Employer.

(c) Except as provided in Appendix H attached herein, at least every six months, the Judicial Branch and all of its Divisions and agencies impacted by the terms of this agreement shall post for voluntary relocation opportunities for employees who wish to transfer from and to a particular duty station consistent with Section 1(a) of this Article. The Judicial Branch will use every effort to allow transfer of personnel to duty stations consistent with this Section prior to the assignment of newly hired personnel or newly promoted personnel, as specified in Sections (c)(1) and (c)(2) below. Prior to any permanent transfer, other than in the case of court or facility closures, the Judicial Branch shall adhere to the following procedure:

(1) Supervisory Personnel - The three most senior candidates for transfer to a particular location shall be interviewed for the position. The Judicial Branch may select one of these three candidates for transfer, however under no circumstances shall a supervisor be selected for transfer without first being interviewed in the same fashion as the three most senior candidates.

(2) Line Staff (non-supervisory personnel) - The three most senior candidates for transfer to a particular location shall be considered for the position. The Judicial Branch may select any of the three most senior candidates. In the event that a candidate is not selected, they will need to apply for transfer at the next possible opportunity. No candidate may be denied transfer to a particular duty station more than twice unless two people on the list have been denied transfer twice. In that case, seniority would be the controlling factor among the candidates.

(3) In the event that seniority, selection criteria or other unforeseen complications exist or become known to the parties, the Union and the Judicial Branch will meet to achieve a mutually agreeable remedy. In the event that no mutually agreeable remedy can be achieved an expedited arbitration process similar to that found in Article 15, Section 9 of this agreement will be used.

Section 3. A temporary transfer is defined as a temporary assignment away from the duty station. Ordinarily such transfers shall not exceed sixty (60) calendar days. No employee will be required to be in temporary transfer status for more than 120 calendar days. After 120 days the employee may request to return to their original duty station. Honoring such a request will not be unreasonably withheld. In making temporary transfers the Employer shall consider the wishes of employees, seniority, and operational needs; provided, however, its determination shall not be subject to review under Article 10 (Grievance Procedure). Employees

in temporary transfer status shall receive mileage in accordance with existing practice.

ARTICLE 27.

Legislative Action

The cost items contained in this Agreement and the provisions of this Agreement which supersede pre-existing statutes shall not become effective unless and until legislative approval has been granted pursuant to Section 9 of Public Act 75-566. The Employer shall request such approval as provided in Section 9. If the legislature rejects such request as a whole, the parties shall return to the bargaining table.

ARTICLE 28.

Savings Clause

Should any provision of this Agreement be found unlawful by a court of competent jurisdiction, the remainder of the Agreement shall continue in force, and the parties shall immediately negotiate a substitute provision. Disputes concerning the appropriate substitute provision shall not be grievable or arbitrable.

ARTICLE 29.

Retirement

The terms and conditions of employee retirement benefits have been negotiated separately by the State and the Union and shall continue under the terms of the Agreement.

ARTICLE 30.

Supersedence

Section 1. The inclusion of language in the Agreement concerning matters formerly governed by law, regulation, or policy directive shall not be deemed a preemption of the entire subject matter. Accordingly, statutes, rules, regulations, and administrative directives or orders shall not be construed to be superseded by any provision of the Agreement except as provided in the Supersedence Appendix to this Agreement or where, by necessary implication, no other construction is tenable.

Section 2. Except to the extent that particular personnel or operational practice is specifically modified or restricted by an express provision of this Agreement or specifically incorporated by reference in this Agreement, the Employer reserves and retains the right to add to, alter, or eliminate such practices.

ARTICLE 31.

Seniority

Section 1. (a) Except as otherwise defined herein, seniority is defined as current continuous service as a full-time employee of the Connecticut Judicial Branch and shall include all of the following: all paid leave, leave

under the Family and Medical Leave Act provided that the employee returns to work immediately following the leave; military leave granted in accordance with Article 21 of this agreement; unpaid medical leave of absence following exhaustion of sick leave, for up to nine (9) months for any employee who has permanent status, provided that the employee returns to work immediately following the leave.

(b) Seniority shall be deemed broken by: termination of employment caused by resignation, dismissal or retirement. Credit for seniority up to a break in service shall be restored to an employee who is reemployed within one year of a service break.

(c) Current continuous service of full-time Adult Probation Commission employees as of December 31, 1978, shall be deemed service in the Adult Probation Series.

(d) Current continuous service as a Law Librarian, Supervising Law Librarian, Child Support Advocate, Victim Services Advocate or Victim Services Supervisor in the State of Connecticut Executive Branch shall be deemed service in the Connecticut Judicial Branch.

Section 2. Seniority shall be a relevant or controlling factor in the following areas:

(a) Selection for layoff, as provided in Article 15, Sections 3 and 7;

(b) Selection of vacation leave and personal leave, as provided in Article 21, Sections 3 and 6; and

(c) Transfers, as provided in Article 26.

ARTICLE 32.

Miscellaneous

Section 1. Civic Duty. (a) Employees absent from duty to perform jury service shall receive their regular straight time salary, exclusive of overtime or any other premium pay; acceptance of such salary shall be deemed a waiver of any statutory jury service fee.

(b) Employees called as a witness outside normal working hours in a matter arising out of the performance of customary duties of employment shall, upon request, be granted compensatory time off in accordance with the provisions of Article 20 (Compensatory Time Off).

Section 2. Method of Salary Payment. Employees shall continue to be paid on a biweekly basis for the duration of this Agreement.

Section 3. Workers' Compensation Payments. Accrued sick leave, to the extent available, then personal leave, to the extent available, then accrued vacation leave, to the extent available, and finally, accrued compensatory time, to the extent available, may be used to supplement workers' compensation payments up to but not beyond an employee's regular salary.

Section 4. The use of the term "Chief Court Administrator" in this Agreement shall be deemed to include any person(s) who may from time to time be designated by the Chief Court Administrator to perform functions set forth in the Agreement.

Section 5. Clothing Claims. The Employer agrees to facilitate the expeditious processing of claims for lost or damaged property to the Claims Commission.

Section 6. Reservation of Rights. The Employer, by entering into and executing this Agreement, does not waive any claims with respect to the constitutionality of Public Act 75-566 as it is or may be applied to the Connecticut Judicial Branch.

Section 7. Permanent Part-Time Employees. Permanent part-time employees will continue to receive wages and fringe benefits on a pro rata basis to the extent provided under existing rules and regulations.

Section 8. Indemnification. (a) Indemnification shall be provided pursuant to Section 4-165 of the General Statutes. The decision whether to provide counsel to an employee being sued for malpractice shall be based upon whether such employee was acting within the scope of his/her employment, without regard to whether the suit alleges wanton or willful conduct. The question whether the employee was acting within the scope of employment shall be sympathetically considered consistent with the purpose of the indemnification statutes. The Employer shall cooperate in expediting the decision of state officials whether to provide counsel.

(b) An employee who receives an attorney grievance complaint or an unauthorized practice of law complaint, shall be reimbursed for the actual cost of counsel to the extent deemed reasonable by the Chief Court Administrator or a designee, not to exceed a total of \$5,000.00 and in no event to exceed a rate of \$135.00 per hour, if all conditions set forth below are met. Notwithstanding the foregoing, with the consent of the employee, payment hereunder may be made directly to the employee's counsel. Any exception to this policy, resulting in greater compensation than otherwise available hereunder, may be granted solely in the absolute non-reviewable discretion of the Chief Court Administrator.

- The employee is ultimately found not to have engaged in the unauthorized practice of law or not to have violated the rules of professional conduct or is found to have engaged in a technical violation for which no sanction is imposed.
- The Chief Court Administrator, or a designee, finds, after a review of the grievance or unauthorized practice of law file, that the employee's alleged act or omission occurred in the performance of duties or within the scope of employment.
- The Chief Court Administrator, or a designee, finds, after a review of the grievance or unauthorized practice of law file, that the employee's alleged act or omission was not wanton, reckless or malicious.
- The employee files a written request with the Chief Court Administrator for reimbursement, with supporting documentation, within 90 days of the ultimate conclusion of the grievance or unauthorized practice of law process, including any presentment or appeal therefrom.

- The employee waives any claims to confidentiality necessary for the Chief Court Administrator or a designee to determine whether the foregoing conditions have been met.

For the purposes of this Section 8(b), any finding by the Chief Court Administrator or a designee is absolute and non-reviewable.

Section 9. Notice of Openings. Notice of vacancies to be filled in bargaining unit positions shall be posted Branch wide. Notice shall remain posted for ten (10) work days. Interested employees must submit applications within ten (10) days of the initial posting. Vacancies will not be filled within this ten (10) day period. The Employer may advertise such vacancies in any other way simultaneously with this posting.

Section 10. Spouses/Domestic Partners. Whenever the word spouse is referred to (husband/wife) in this Agreement, it shall also mean domestic partnership benefits under the parties' pension and health care agreement. In addition in accordance with Public Act No. 05-10, the word spouse shall also mean civil union partner.

Section 11. The use of the word "he" or "him" in this contract shall be construed in its generic meaning unless otherwise indicated.

Section 12. Reserved for future use.

Section 13. Inclement Weather. When an employee is late for work due to inclement weather conditions, the employee shall not be charged for such lateness provided that he/she reports such conditions to the Employer within a reasonable time and arrives at work as soon as possible. This Section shall not apply if the employee fails to report to work. Disputes arising under this Section shall be grievable but not arbitrable.

Section 14. Overpayments. In the event that the Employer determines that an employee has been overpaid, the employee will be notified in writing. Upon request, the Employer will explain how the overpayment or duplicate payment occurred and discuss a repayment schedule. The Employer will arrange to recover such overpayment from the employee over the same period of time the overpayment was made unless the Employer and the employee agree to some other arrangement. (For example, an employee who has been overpaid by \$5.00 per pay period for six months shall refund the Employer at the rate of \$5.00 per pay period for six months.)

Section 15. OJE. The Memorandum of Agreement (SCOPE) executed between the parties in March of 1994 regarding Connecticut General Statutes section 5-200c is incorporated into this agreement.

The Parties agree that the following classifications will be submitted for an Objective Job Evaluation ("OJE") with any changes to be implemented during contract year 2022-2023:

Information Technology Analyst Trainee
Information Technology Analyst I
Information Technology Analyst II
Information Technology Analyst III
Information Technology Analyst IV

The foregoing OJE shall commence as soon as reasonably possible after ratification. The parties will confer and mutually agree on the methodology to be used and the organization that will perform the OJE.

The Parties agree that the following classifications will be submitted for an Objective Job Evaluation (“OJE”) with any changes to be implemented during contract year 2023-2024:

Law Librarian Trainee
Law Librarian I
Law Librarian II
Supervising Law Librarian

The foregoing OJE shall commence as soon as reasonably possible after July 1, 2023. The parties will confer and mutually agree on the methodology to be used and the organization that will perform the OJE.

The Parties agree that a third classification series may be submitted for an Objective Job Evaluation (“OJE”) upon mutual agreement of the Parties, with any changes to be implemented during contract year 2024-2025. Any such OJE shall commence as soon as reasonably possible after July 1, 2024. The parties will confer and mutually agree on the methodology to be used and the organization that will perform the OJE.

Section 16. Clean Air Act. The Memorandum of Agreement executed between the parties in October of 1994 regarding P.A. 93-312 is incorporated into this agreement.

Section 17. Telework. Negotiated Remote Work Agreements dated September 2, 2021 and December 13, 2022 (Appendix I) shall be incorporated into the existing CBA. Pursuant to the provisions of the SEBAC Wage Framework of 2022, the parties agree to continue discussions on current telework policies, which may include the schedules for employees who are approved for teleworking. Such discussions shall focus on all telework agreements to include Bargaining Unit 58. Said discussions shall commence on or before June 1, 2022, and shall occur no less frequently than quarterly.

Section 18. Remote Access for Special Projects. The Branch may permit remote access to members who are assigned to special projects or teams. Remote access for the purpose of this section shall mean a member may, at management’s discretion, remain at their duty station to engage the special project team members via electronic media.

ARTICLE 33.

Duration

Section 1. Except as otherwise provided, this Agreement shall be effective on approval by the General Assembly through June 30, 2025 including the contract years listed below. If no Agreement has been entered into between the parties hereto by the expiration of this Agreement, then this Agreement shall remain in full force and effect until a new Agreement takes effect subject to the provisions of C.G.S. section 5-278a.

Year 1 July 1, 2022 - June 30, 2023
 Year 2 July 1, 2023 - June 30, 2024
 Year 3 July 1, 2024 - June 30, 2025

Section 2. Successor Negotiations. Negotiations for a successor Agreement shall commence in August, 2024. The parties may, by mutual agreement, commence negotiations on a different date.

APPENDIX A

Supersedence

To the extent applicable and necessary, certain provisions of the Agreement supersede pre-existing statutes, as follows:

- (1) The waiver of jury service fee by acceptance of regular salary, pursuant to Article 32, (Miscellaneous), Section 2 shall supersede C.G.S. Section 51-247, Compensation of Jurors.
- (2) The exclusive deduction of dues for members of the Union under Article 7 (Union Security and Payroll Deductions), shall be deemed to supersede the words “any organization” in C.G.S. Section 5-260.
- (3) Article 5 (Entire Agreement), Section 2 and Article 30 (Supersedence), Section 2 shall be deemed to supersede C.G.S. Section 5-271 (a) and (e) and Section 5-272 (c).
- (4) Disciplinary interviews (Article 14, Sec. 6) shall be deemed to supersede C.G.S. Section 5-271 (a).
- (5) Article 8 (Union Rights), Section 7 (b) shall be deemed to supersede C.G.S. Section 5-154 and Section 5-182.
- (6) Article 10, Section 14 shall be deemed to supersede C.G.S. Section 1-206 and Section 1-225.

APPENDIX B

Authorized Pay Groups

Section 1. The authorized pay groups for the professional bargaining unit classifications are as follows.

<u>Classification Title</u>	<u>Pay Group</u>
Adult Probation Officer Trainee	19
Adult Probation Officer I	24
Adult Probation Officer II	27
Assistant Administrative Director, State Bar Examining Committee	26
Assistant Bar Counsel	31
Assistant Chief Probation Officer	30
Assistant Clerk, JD Trainee	24
Assistant Clerk, GA/JD	26
Caseflow Coordinator Trainee	19
Caseflow Coordinator I	24
Caseflow Coordinator II	26
Chief Probation Officer I	30
Chief Probation Officer II	31

Claims Supervisor	22
Compliance Specialist Trainee.	19
Compliance Specialist I.	24
Compliance Specialist II	27
Court Officer, JD	26
Court Services Officer – Juvenile Matters	27
Family Relations Counselor Trainee	19
Family Relations Counselor I	24
Family Relations Counselor II	27
Family Services Supervisor I.	30
Family Services Supervisor II	31
First Assistant Clerk	31
IAR Supervisor I.	30
IAR Supervisor II	31
Juvenile Detention Classification and Program Officer.	25
Juvenile Detention Classification and Program Officer Trainee.	19
Juvenile Detention Program and Services Supervisor	26
Juvenile Matters Supervisor I	30
Juvenile Matters Supervisor II.	31
Juvenile Probation Officer Trainee	19
Juvenile Probation Officer I	24
Juvenile Probation Officer II.	27
Law Librarian I	22
Law Librarian II	23
Law Librarian Trainee	19
Lead Adult Probation Officer	29
Lead Family Relation Counselor.	29
Lead Juvenile Probation Officer	29
Lead Support Enforcement Officer	29
Mediation Specialist Trainee.	19
Mediation Specialist I.	24
Mediation Specialist II	27
Mitigation Specialist (Public Defenders)	28
Recovery Specialist	21
Social Worker 1 - Public Defender's	19
Social Worker 2 - Public Defender's	24
Social Worker 3- Public Defender's	26
Supervising Law Librarian	28
Supervising Support Enforcement Officer	29
Support Enforcement Officer Trainee	19
Support Enforcement Officer I	23
Support Enforcement Officer II	25
Support Enforcement Services Supervisor	31
Victim Services Advocate.	24
Victim Services Supervisor.	26
Volunteer/Intern Program Coordinator Trainee	22
Volunteer/Intern Program Coordinator	19

BARGAINING UNIT 52:

Accountant I	24
Accountant I – Probate	24
Accountant II	27
Accountant II – Probate	27
Assistant Clerk, Appellate Division 26/20/32	32
Assistant Jury Administrator	23
Assistant Reporter of Judicial Decisions 28/32/34	32
Assistant Systems Developer	20
Coordinator of Central Registry	21
Coordinator of Child Support Systems	31
Counsel/Legal Services 28/32/34	34
Desktop Applications Specialist I	22
Desktop Applications Specialist II	24
Help Desk Analyst – Probate	21
Information Technology Analyst Trainee	19
Information Technology Analyst I	25
Information Technology Analyst I – Probate	25
Information Technology Analyst II	27
Information Technology Analyst II – Probate	27
Information Technology Analyst III	28
Information Technology Analyst IV	29
Internal Auditor I	24
Internal Auditor II	27
Microcomputer Specialist I	22
Microcomputer Specialist II	24
Motions Staff Attorney 26/30/	32
Network Technician Trainee	14
Network Technician I	17
Network Technician II	21
Office Technology Specialist I	18
Office Technology Specialist II	20
Staff Attorney 28/32/34/	32
Staff Attorney – Probate 28/32/34	32
Staff Development Officer	25
Staff Development Specialist	27
Systems Developer Trainee	19
Systems Developer I	23
Systems Developer II	25
Systems Developer III	27
Systems Developer IV	28
Technical Systems Analyst Trainee	25
Technical Systems Analyst I	26
Technical Systems Analyst II	29

Progressions and annual increments for the Adult Probation Officer series, the Family Relations Counselor series, and the Juvenile Probation Officer series:

Example: Adult Probation Officer series

Adult Probation Officer Trainee, Pay Group 19-Step 1, may progress to Adult Probation Officer I, Pay Group 24-Step 1, effective the first day of the first full payroll period following the anniversary date.

Adult Probation Officer I may receive an annual increment (A.I.) to Pay Group 24-Step 2, effective the first day of the first full payroll period following one year as an Adult Probation Officer I. Adult Probation Officer I may progress to Adult Probation Officer II, Pay Group 27-Step 1, effective the first day of the first full payroll period following one year as an Adult Probation Officer I in Pay Group 24-Step 2.

The above-described progression shall be the exclusive mechanism for step placement during the passage from Trainee to Adult Probation Officer II.

Adult Probation Officer II with a Pay Group 27-Step 1 effective date between April 2 and October 1 shall thereafter have a January A.I. date.

Adult Probation Officer II with a Pay Group 27-Step 1 effective date between October 2 and April 1 shall thereafter have a July A.I. date.

All progressions or step increases are subject to the provision of Article 12, Performance Appraisal, and provision regarding the General Wage Increase.

Progressions for Caseflow Coordinator, Social Worker (Public Defender's) and Support Enforcement Officer:

Caseflow Coordinator I's may progress to Caseflow Coordinator II effective the first day of the first full payroll period following two years of experience as a Caseflow Coordinator I.

Social Worker 1's (Public Defender's) are assigned to Salary Group 19, Social Worker 2's are assigned to Salary Group 24, and Social Worker 3's are assigned to Salary Group 26. Progression of Social Workers shall take place as follows: under normal circumstances, entry level Social Workers will be hired at Salary Group 19-1. After completion of two years of service, with satisfactory annual performance appraisals, a Social Worker I will progress to Social Worker 2 in Salary Group 24-step 1 on their next annual increment date. After completion of four years of service, with a satisfactory performance appraisal, a Social Worker 2 will progress to Social Worker 3 in Salary Group 26-step 1. Years of service is defined as the time necessary to qualify for an annual increment and is not meant to be interpreted strictly by time spent in grade. All reclassifications shall be in lieu of an annual increment, but shall not be dependent on the issuance of an annual increment.

Support Enforcement Officer I's may progress to Support Enforcement Officer II effective the first day of the first full payroll period following two years of experience as a Support Enforcement Officer I.

Section 2. Progression. Subject to the provisions of Article 12, Performance Appraisal, employees shall progress from step to step within a pay group, or to the next pay group if specifically provided in this Agreement. This section shall be deemed to preclude increments in addition to those provided in this Agreement.

Section 3. Those employees who have their probationary period extended pursuant to Article 11, Section 1(c), shall not progress beyond their current pay group and step and shall remain in a trainee status until the first full payroll period following two years as a trainee.

APPENDIX C

Automobile Availability Memorandum of Understanding

MEMORANDUM OF AGREEMENT

Between
THE STATE OF CT JUDICIAL BRANCH
And
THE UNION OF PROFESSIONAL JUDICIAL EMPLOYEES, AFT/AFT-CT
Re: Article 17 § 7, Automobile Availability Fee

The parties listed above agree to the following terms and condition regarding the Automobile Availability Fee:

1. \$400.00 per year effective 1/1/2021.
2. Parties agree that they will meet annually to review employee eligibility for the Auto Availability Fee (AAF). Removal from or inclusion in the AAF eligibility list will be by mutual agreement. Union and management may each name three (3) representatives to review AAF employee eligibility, and the decisions made by said committee will not be subject to the grievance procedure.
3. Eligible employees are those on active status on January 1 of the year the fee is paid.
4. Effective 1/1/2021, and starting with the AAF payment paid in February of 2022, increases to the AAF will correspond with general wage increases.
5. Payments of the AAF shall be paid as part of the second paycheck in February each calendar year.
6. Article 17, Section 7 of the CBA shall be amended as follows:

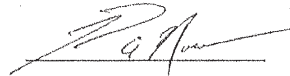
Section 7. Automobile Availability Fee. For each year of this agreement, employees required to have a vehicle available for daily use, excluding employees who are assigned to a state vehicle full time, shall receive an automobile availability payment in accordance with the Memorandum of Understanding dated January 28, 2021.

For the Branch

For the Union



Date: 2/3/2021



Date: 1/20/2021

APPENDIX D-1

MOA re GPS / On Call / Standby Pay

MEMORANDUM OF AGREEMENT

Between
THE STATE OF CONNECTICUT, JUDICIAL BRANCH
And
THE JUDICIAL PROFESSIONAL EMPLOYEES UNION

The following terms and conditions are hereby agreed upon by the parties. This agreement is the result of negotiations between the parties and shall be incorporated in its entirety into the current collective bargaining agreement (CBA) Such incorporation shall be by specific article and section or as an entire agreement made as an appendix to the CBA.

1. ARTICLE 20 § 2 (NEW), the Executive Director, upon request of the employee, approves in writing compensatory time off for work already performed. It is further provided that compensatory time shall not accrue for work performed at an employee's place of residence **unless such work is performed by Chief Probation Officers, Adult Probation Officers, Juvenile Matters Supervisors or, Juvenile Probation Officers in conjunction with GPS/On Call duties.**

2. ARTICLE I 7 § 8 (NEW), **Effective the pay period of 12/21/2018**, employees **covered under this agreement** required by managerial directive to standby, carry a response device or be available for immediate response during off-duty hours, shall be compensated at the rate of **\$250.00** per month.

3. 2009 Memorandum of Agreement, 1. (NEW), **Effective the pay period of 12/21/2018 Adult Probation Officers and Chief Probation Officers with clients on GPS monitoring will be paid \$75.00 for each weekend worked.**

4. **2009 Memorandum of Agreement, 3. (NEW), Effective the pay period of 12/21/2018 APO's and CPO's receiving this stipend will be eligible for compensation under Article 23 (Holidays), Section 2, for hours actually worked on all holidays related to supervision of clients on GPS monitoring. Compensation under Article 23 shall be a time and one half calculations. Such calculation shall not be impacted or subject to subtraction of hours or money based on other holiday pay or other types of compensation.**

5. ARTICLE 17§ 8 (NO CURRENT LANGUAGE), Stripends for On Call/ Standby pay and GPS monitoring of clients shall increase with all General Wage Increase (GWI) in this and future agreements.

6. 2009 Memorandum of Agreement, 2. (NEW), Payments will be made on a biweekly basis consistent with normal payroll. Any outstanding payments not made as of the signing of this document shall be processed and paid by May 1, 2019.

7. 2009 Memorandum of Agreement (NEW), Those personnel monitoring GPS shall not carry a GPS caseload of more than 7 clients. If the caseload exceeds 7 clients, then CSSD has 45 calendar days to reassign the overage to another GPS officer. Under no circumstances shall a GPS officer carry a caseload of more than 7 clients for more than 45 calendar days.

8. ARTICLE 17 § 8 (NO CURRENT LANGUAGE), All GPS and On Call/Standby Adult Probation Officers, Chief Probation Officers, Juvenile Matters Supervisors and Juvenile Probation Officers shall be issued Smart Phone technology and all other connectivity hardware/software/apps on or before June 1, 2019. The parties agree to meet twice annually for the purpose of convening a Labor Management Advisory Committee to discuss technology, software and hardware in use to monitor clients electronically.

9. ARTICLE 17 § 8 (NO CURRENT LANGUAGE), Effective the payperiod of 12/21/2018 All GPS and On Call/Standby Adult Probation Officers, Chief Probation Officers, Juvenile Matters Supervisors and Juvenile Probation Officers shall earn one hour of compensatory time (calculated in accordance FLSA provisions) each pay period for which they are assigned a GPS/On Call caseload. The one hour of compensatory time accrued under this section shall be verified by Branch administration. How verification of compensatory time is awarded by the Branch may differ upon which caseload is being carried by a probation officer or supervisor. Regardless of which verification method chosen by the Branch, verification of hours worked and time accrued is inherent in the Management Rights identified in Article 6 of the CBA. Compensatory earned time for duties incurred while off duty shall be calculated in accordance FLSA provisions and be commensurate to actions or initiatives taken in accordance with CSSD policies. The Branch and the Union shall jointly prepare an explanatory and clarifying memorandum on when and how compensatory time is earned under this section. The memorandum will be completed and distributed to all impacted employees and supervisors by March 1, 2019. The memorandum prepared in accordance with this section may not have application to Juvenile Probation. The Union and the Branch shall meet no later than April of 2020 to determine if the memorandum and policy are being uniformly applied. This meeting shall not be construed as bargaining or a reopener of any kind unless the parties mutually agree to do so.

FOR THE BRANCH

FOR THE UNION

Mark Carciello
Mark Carciello

Deborah J Kevin
Deborah J Kevin

DATE: 1/23/19

DATE: 1/25/2019

APPENDIX D-2

Compensatory Time for GPS/On Call/Standby Duties (Memos 3/2019 & 9/2019)

This memo is being sent to clarify compensatory time issues related to the January 23, 2019 MOA between the Judicial Branch and the JPE Union. This memo has been jointly discussed with the JPE union, and will be the basis for approvals and denials of earning compensatory time for telephone calls, text messages, and notifications and/or alerts outside of an employee's daily work schedule, and also applies to emails responded to after hours.

1. On Call personnel are those assigned staff that are receiving the "On Call/Standby" pay stipend. This includes Supervisors and staff assigned to caseloads with 24/7 responsibilities.

2. Compensatory time is earned for any work performed outside of the scheduled work hours, on holidays, weekends and days that an office is closed for emergencies. Earning comp time requires the following:

- Approval by a supervisor;
- For work that staff are being directed and required to perform in excess of the standard work week;
- For all GPS/On Call activities that assigned personnel are required to take an action in order to fulfill Branch or CSSD policy, directive or protocol provisions;
- All compensatory time calculations shall be in accordance with current FLSA provisions.

3. For GPS/On Call alerts or notifications received by telephone, text message or email that do not require assigned personnel to take an action in order to fulfill a Branch or CSSD policy, directive or protocol provision, comp time will not be earned.

4. Compensatory time is earned in quarter hour increments for work performed in excess of 7.5 minutes.

5. Comp time for answering the "Probation Tip Line" will only be granted for checks performed on weekends and holidays in which assigned personnel are required to take an action in order to fulfill a Branch or CSSD policy, directive or protocol provision.

6. In response to the disruption that off hour telephone calls may cause to assigned personnel, as a provision of the MOA, "1 hour" of comp time shall be granted bi-weekly to all On Call assigned personnel, with the following:

- In order to put in for the "1 hour", GPS/On Call personnel are reminded that the one hour of compensation is liberally applied, but they must be able to show they have received an off-hour call(s), text(s) or email(s) during that two week period;
- This "1 hour" of compensatory time is a standalone accrual. GPS/On Call personnel do not have to earn one hour of compensatory time before earning additional time.

- Supervisors will verify and approve when completing the biweekly attendance requirements.
- GPS/On Call personnel shall log the “1 hour” of comp time on the second Thursday of their biweekly time sheet as “On Call” time.

7. For the Branch’s ability to audit and verify information being submitted for the above activities, it is required that all GPS/On Call activities must be conducted on the state issued SMART phones.

APPENDIX E

Juvenile Probation GPS

MEMORANDUM OF AGREEMENT

THE STATE OF CT JUDICIAL BRANCH
and
JUDICIAL PROFESSIONAL EMPLOYEES UNION
Re: Juvenile Probation GPS

THE FOLLOWING TERMS AND CONDITIONS ARE AGREED TO BY THE PARTIES:

1. Effective October 1, 2022, Juvenile Probation Officers and Juvenile Matters Supervisors covering GPS calls on weekends will be paid \$84.82 for each weekend worked. Stipends for GPS coverage shall increase with general wage increases (GWI) in the current, and any future, Collective Bargaining Agreement(s).

2. Effective October 1, 2022, Juvenile Probation Officers and Juvenile Matters Supervisors receiving this stipend will be eligible **for** compensation under Article 23 (Holidays), Section 2, for hours actually worked on all holidays related to covering GPS calls. Compensation under Article 23 shall be a time and one-half calculation. Such calculation shall not be impacted or subject to subtraction of hours or money based on other holiday pay or other types of compensation.

3. Compensatory time will be earned for any work performed outside of the scheduled work hours, on holidays, weekends and days that an office is closed for emergencies. Earning comp time requires the following:

- Approval by a supervisor;
- For work that staff are being directed and required to perform in excess of the standard work week;
- For all GPS activities that assigned personnel are required to take an action in order to fulfill Branch or CSSD policy, directive or protocol provisions;
- All compensatory time calculations shall be in accordance with current FLSA provisions.

4. For GPS alerts or notifications received by telephone, text message or email that do not require assigned personnel to take an action in order to fulfill a Branch or CSSD policy, directive or protocol provision, comp time will not be earned.

5. Compensatory time is earned in quarter hour increments for work performed in excess of 7.5 minutes.

6. Comp time will be earned for answering GPS calls or checks performed on weekends and holidays in which assigned personnel are required to take an action in order to fulfill a Branch or CSSD policy, directive or protocol provision.

7. In response to the disruption that off hour telephone calls may cause to assigned personnel "1 hour" of comp time shall be granted bi-weekly to all JPOs and/or Juvenile Matters Supervisors covering the GPS cases, with the following:

- In order to put in for the "1 hour", GPS/On Call personnel are reminded that the one hour of compensation is liberally applied, but they must be able to show they have received an off-hour call(s), text(s) or email(s) during that two week period;
- This "1 hour" of compensatory time is a standalone accrual. GPS/On Call personnel do not have to earn one hour of compensatory time before earning additional time.
- Supervisors will verify and approve when completing the bi-weekly attendance requirements.
- GPS personnel shall log the "1 hour" of comp time on the second Thursday of their bi-weekly time sheet as "On Call" time.
- For the Branch's ability to audit and verify information being submitted for the above activities. it is required that all GPS activities must be conducted on the state issued electronic devices.


8. The parties agree to meet and review the GPS caseload prior to December 1, 2022.

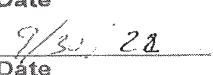


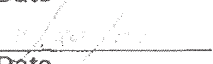
JPE


Judicial Branch, HRM


Court Support Services Division



Date 9/30/2022


Date 9/30/22


Date 9/30/22

APPENDIX F

**MOA re Counsel Legal Services
MEMORANDUM OF AGREEMENT**

between
THE STATE OF CONNECTICUT JUDICIAL BRANCH
and
THE UNION OF PROFESSIONAL JUDICIAL EMPLOYEES, AFT/AFT CT
Re: Counsel Legal Services

Pursuant to a Recognition Agreement between the parties dated September 29, 2017, an agreement regarding Ground Rules dated November 27, 2017, and a Settlement and Withdrawal agreement regarding SPP 33,338 dated November 8, 2018, the parties have negotiated this Memorandum of Agreement (hereinafter “Agreement”) setting forth the terms and conditions upon which employees in the Counsel, Legal Services job classification (hereinafter “CLS”) shall be incorporated in and covered by the 2016-2022 collective bargaining agreement between the parties (hereinafter “CBA”).

1. Except as hereinafter specifically set forth, CLS employees shall be and remain covered by the provisions of the CBA, as currently written or hereinafter amended by mutual agreement in writing signed by both parties.

2. With respect to the application of Article 6 (Management Rights), Article 17 Sections 1, 2, 3, 7, 12 and 13 (Compensation), Article 19 Section 2 (Hours of Work), Article 21 Section 2 (Vacation Accrual), and Article 22 Section 13 (Emergency Sick Bank) of the CBA to CLS employees, the provisions set forth below shall apply, and to the extent such provisions differ from the conditions of employment of CLS employees prior to January 1, 2019, they shall be implemented retroactive to January 1, 2019, unless otherwise specifically set forth herein.

3. Article 6 (Management Rights): The following paragraph is added to the end of Article 6 of the CBA: “All work performed by CLS employees is not exclusive to this job classification, and may also be performed by other Branch employees outside of this bargaining unit, provided no CLS employee is laid off or reduced in regularly scheduled hours as a result thereof.”

4. Article 17 (Compensation): Except as set forth below, Article 17 shall apply to CLS employees as written, effective January 1, 2019.

(a) Sections 1 and 2 (Base Salary increases and Annual Increments):

(i) Upon execution of this Agreement, a one-time payment of \$2000.00 (not added to base salary), shall be paid to full-time (40 hours per week) CLS employees who were actively employed in the bargaining unit covered by this Agreement

on June 22, 2018. Part-time CLS employees who work fewer than 40 hours per week shall be paid a pro-rated one-time payment of \$2000.00 (not added to base salary). These one-time payments shall qualify for pension purposes.

- (ii) Effective in contract year 2019-2020 and thereafter, employees at the maximum step of the salary plan (pay group 34, step 9) who have ceased receiving salary progression and annual increments shall be eligible for a lump sum payment of one thousand dollars (\$1000) per year. The payment shall be made as of the date that each increment specified below would have applied (January 1). This payment may be denied if an employee's work performance is determined to be unsatisfactory by the employee's supervisor.
 - (iii) For contract year 2019-2020, effective June 21, 2019, and paid beginning with the check dated July 19, 2019, the base annual salary for CLS employees shall be increased by three and one-half percent (3.5%) . Annual increments and top step lump sum payments will be paid effective January 1, 2020.
 - (iv) For contract year 2020-2021, effective June 19, 2020, and paid beginning with the check dated July 17, 2020, the base annual salary for CLS employees shall be increased by three and one-half percent (3.5%). Annual increments and top step lump sum payments will be paid effective January 1, 2021.
 - (v) For contract year 2021-2022, increases in case annual salary effective July 1, 2021 shall be negotiated between the parties. Such negotiations shall commence no later than January 2, 2021. Such negotiations shall be limited to general wage increases only, unless the parties otherwise mutually agree to open discussions to include other sections of the CBA. Annual increments and top step lump sum payments will be paid effective January 1, 2022.
- (b) Section 3 (Longevity): CLS employees shall not be subject to Branch policy governing longevity benefits for excluded employees after December 31, 2018, and shall instead be subject to the following:
- (i) CLS employees who have been receiving longevity benefits as part of their bi-weekly pay shall instead receive the regular salary designated for their pay group in this Agreement, effective beginning with the pay period that includes January 1, 2019.
 - (ii) Effective January 1, 2019, CLS employees who qualify for longevity credit shall be credited with all longevity time with which they would be credited if all their service time had been in a bargaining unit position, computed in accordance with existing Branch payroll practices. In no event shall any employee first hired on or after July 1, 2011 be entitled to a

longevity payment; provided, however, any individual hired on or after said date who shall have military service which would count toward longevity under current rules shall be entitled to longevity if they have the necessary service requirement in the future.

- (iii) Effective January 1, 2019, CLS employees who qualify for longevity benefits at any level, shall receive such benefits in the form of semi-annual payments in April and October, in accordance with the Branch's practice applicable to all other bargaining unit employees.
- (iv) The parties agree that the provisions of sub-paragraphs (i) and (ii) of this Paragraph 4(b), relating to the salaries of CLS employees who have been receiving longevity amounts as part of their biweekly pay, shall be implemented retroactive to the pay period that includes January 1, 2019 in anticipation of approval of this Agreement by the General Assembly. If for any reason this Agreement is rejected by the General Assembly, the provisions of sub-paragraph (i) shall be null and void, and the status quo ante with respect to the biweekly pay of such employees shall be retroactively restored.
- (c) Section 7 (Auto Availability Fee): CLS employees shall be deemed "employees required to have a vehicle available for daily use" for purposes of this section, and shall receive the automobile availability payment for contract year 2018-2019 upon execution of this Agreement. Automobile availability payment for future contract years will be paid in accordance with existing practice.
- (d) Section 12 (Voluntary Unpaid Furlough Days): The Branch shall establish an appropriate window period prior to July 1, 2019 during which CLS employees may elect to take up to four (4) voluntary unpaid furlough days in each of the contract years commencing July 1, 2019, employee. shall be deducted in the pay period in which it is taken.
- (e) NEW: Section 13 (Salary Range and Progression)
 - (i) The pay group for CLS employees is pay groups 28, 32, and 34, as set out in Appendix A to this Agreement, attached hereto and made a part hereof, subject to the increases in annual salary specified in Paragraph 4(a) of this Agreement. The salary progression through these pay groups shall be as follows:
 - (A) Year 1: pay group 28, step 97
 - (B) Year 2: pay group 32, step 97
 - (C) Year 3: pay group 32, step 98
 - (D) Year 4: pay group 34, step 97

Thereafter, CLS employees are subject to the base annual salary increases and annual increments set forth in Paragraph 4(a) above.

- (ii) Placement of existing employees in the salary progression set forth in (i) above shall be based on their placement as of January 1, 2019. Initial placement of new CLS employees in the salary progression set forth in (i) above shall be determined by management based on prior relevant experience of the employee.

5. Article 19 (Hours of Work): A new subsection (c) shall be added to Section 2 as follows: “(c) CLS employees who work fewer than forty (40) hours per week shall work in a schedule approved by management.”

6. Article 21 Section 2 (Vacation Accrual): CLS employees who work a forty (40) hour per week schedule shall accrue vacation as set forth below. For CLS employees who work fewer than forty (40) hours per week, vacation leave accrues as set forth below, at a rate proportional to the number of hours the employee works.

- (a) CLS employees shall continue to accrue vacation at the rate set forth in Judicial Branch Policy 506 (Vacation Leave Accrual and Credits) through the end of the calendar month in which this Agreement is executed.
- (b) Commencing with the first of the calendar month following execution of this Agreement, vacation accrual for CLS employees shall be governed by the terms of the CBA.
- (c) Article 22 Section 13 (Emergency Sick Bank): Upon execution of this Agreement, CLS employees shall be moved from the excluded Emergency Sick Leave Bank to the Emergency Sick Leave Bank set forth in the CBA, and shall not be required to “buy in” to the latter, but shall be subject to any requirement of “supplemental contribution” that may be required of all covered employees on or after January 1, 2019.

7. If for any reason this Agreement is rejected by the General Assembly, the provisions of paragraph (b) shall be null and void, and the status quo ante with respect to the vacation accrual of CLS employees shall be retroactively restored.

8. This Agreement shall be part of, incorporated into, and attached as an appendix to the CBA.

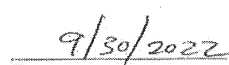
In witness whereof, the parties have caused their duly authorized representatives to affix their signatures on the date(s) set forth below

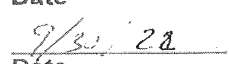


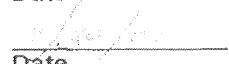
JPE


Judicial Branch, HRM


Court Support Services Division



Date 9/30/2022


Date 9/21/21


Date

APPENDIX G

MEMORANDUM OF AGREEMENT

between
THE STATE OF CONNECTICUT JUDICIAL BRANCH
and
THE UNION OF PROFESSIONAL JUDICIAL EMPLOYEES, AFT/AFT-CT
Re: Information Technology and Other Employees

Pursuant to Recognition Agreements between the parties dated April 12, May 31 and October 4, 2018, the parties have negotiated this Memorandum of Agreement (hereinafter "Agreement") setting forth the terms and conditions upon which employees in the job classifications listed in Exhibit A (hereinafter "Exhibit A employees") shall be incorporated in and covered by the 2016-2022 collective bargaining agreement between the parties (hereinafter "CBA").

1. Except as hereinafter specifically set forth, Exhibit A employees shall be and remain covered by the provisions of the CBA, as currently Written or hereinafter amended by mutual agreement in writing signed by both parties.

2. With respect to the application of Article 8, Sections 3 and 4 (Union Rights), Article 10, Section 6, Article 15, Section 3 (Reduction in Force), Article 17, Sections 1, 2, 3, 7 and 12 (Compensation), Article 19, Section 2 (Hours of Work), Article 21, Section 2 (Vacation Accrual), and Article 22, Section 13 (Emergency Sick Bank) of the CBA to Exhibit A employees, the provisions set forth below shall apply, and to the extent such provisions differ from the conditions of employment of Exhibit A employees prior to January 1, 2019, they shall be implemented retroactive to January 1, 2019, unless otherwise specifically set forth herein.

3. Article 8, Sections 3 and 4 (Union Rights): In lieu of Sections 3 and 4 of the CBA, the following provisions shall apply with respect to union business conducted at 231 Capitol Avenue or 75 Elm Street:

Section 3. Access to premises. The employer shall provide a location for union staff representatives to meet with bargaining unit member(s) for the purpose of discussing, processing or investigating filed or potential grievances or otherwise performing union business, provided that they (1) give reasonable advance notice to the Chief Court Administrator or his designee, and (2) they cooperate in scheduling their meeting so as not to interfere with the performance of duties.

Section 4. Stewards. Stewards may leave their work assignments with pay to carry out their duties, provided they first obtain permission from their immediate supervisor and the immediate supervisor of the employee with whom they wish to meet, or in the absence of such supervisor(s), from the Chief Court Administrator or his designee.

4. Article 10, Section 2: Add Probate Court Administrator or designee to the list of officials representing management at Step 2 of the Grievance Procedure.

5. Article 15, Section 3: Add a new paragraph (f) to read as follows: "The parties agree that due to differences in job duties and skills, the provisions of this Section 3 may not be appropriate for application in cases of reduction in force affecting the following job classifications: Information Technology Analyst (Trainee, I, II, III, IV); Microcomputer Specialist (I, II); Network Technician (Trainee, I, II); Desktop Application Specialist (I, II); Systems Developer (Trainee, I, II, III, IV); Assistant Systems Developer; Technical Systems Analyst (Trainee, r, II); and Office Technology Specialist (I, II). Therefore, in the event of such reduction, the parties will meet and confer about appropriate modifications to the procedure set forth herein. In the event this process results in a change in that procedure, no new four (4) weeks notice shall be required."

6. Article 17 (Compensation): Except as set forth below, Article 17 shall apply to Exhibit A employees as written, effective January 1, 2019.

(a) Sections I and 2. (Base Salary Increases and Annual Increments):

- (i) Upon execution of this Agreement, a one-time payment of \$2000.00 (not added to base salary), shall be paid to full-time (40 hours per week) employees who were actively employed in an Exhibit A job classification on June 22, 2018, and who remain so employed on the date of execution of this Agreement. Part-time employees who work fewer than 40 hours per week who were actively employed in an Exhibit A job classification on June 22, 2018, and who remain so employed on the date of execution of this Agreement, shall be paid a pro-rated one-time payment of \$2000.00 (not added to base salary). These one-time payments shall qualify for perision purposes.
- (ii) Effective in contract year 2019-2020 and thereafter; Exhibit A employees at the maximum step of the salary plan who have ceased receiving annual increments and (if applicable) salary progression shall be eligible for a lump sum payment of one thousand dollars (\$1000) per year. The payment shall be made as of the date that each increment specified below would have applied (January 1). This payment may be denied if an employee's work performance is determined to be unsatisfactory by the employee's supervisor.
- (iii) For contract year 2019-2020, effective June 21, 2019, and paid beginning with the check dated July 19, 2019, the base annual salary for Exhibit A employees shall be increased by three and one-half percent (3.5%). Annual increments and top step lump sum payments will be paid effective January 1, 2020.
- (iv) For contract year 2020-2021, effective June 19, 2020, and paid beginning with the check dated July 17, 2020, the base annual salary for Exhibit A employees shall be increased by three

and one-half percent (3.5%). Annual increments and top step lump sum payments will be paid effective January 1, 2021.

(v) For contract year 2021-2022, increases in base annual salary effective July 1, 2021 shall be negotiated between the parties. Such negotiations shall commence no later than January 2, 2021. Such negotiations shall be limited to general wage increases only, unless the parties otherwise mutually agree to open discussions to include other sections of the CBA. Annual increments and top step lump sum payments will be paid effective January 1, 2022.

(b) **Section 3 (Longevity):** Exhibit A employees shall not be subject to Branch policy governing longevity benefits for excluded employees after December 31, 2018, and shall instead be subject to the following:

(i) Exhibit A employees who have been receiving longevity benefits as part of their bi-weekly pay shall instead receive the regular salary designated for their pay group in this Agreement, effective beginning with the pay period that includes January 1, 2019.

(ii) Effective January 1, 2019, Exhibit A employees who qualify for longevity credit shall be credited with all longevity time with which they would be credited if all their service time had been in a bargaining unit position, computed in accordance with existing Branch payroll practices. In no event shall any employee first hired on or after July 1, 2011 be entitled to a longevity payment; provided, however, any individual hired on or after said date who shall have military service which would count toward longevity under current rules shall be entitled to longevity if they have the necessary service requirement in the future.

(iii) Effective January 1, 2019, Exhibit A employees who qualify for longevity benefits at any level, shall receive such benefits in the form of semi-annual payments in April and October, in accordance with the Branch's practice applicable to all other bargaining unit employees.

(iv) The parties agree that the provisions of sub-paragraphs (i) and (ii) of this Paragraph 6(b), relating to the salaries of Exhibit A employees who have been receiving longevity amounts as part of their biweekly pay, shall be implemented retroactive to the pay period that includes January 1, 2019 in anticipation of approval of this Agreement by the General Assembly. If for any reason this Agreement is rejected by the General Assembly, the provisions of sub-paragraph (i) shall be null and void, and the status quo ante with respect to the biweekly pay of such employees shall be retroactively restored.

- (c) **Section 7 (Auto Availability Fee):** For Exhibit A employees, this provision shall be effective January 1, 2020.
- (d) **Section 12 (Voluntary Unpaid Furlough Days):** The Branch shall establish an appropriate window period prior to July 1, 2019 during which Exhibit A employees may elect to take up to four (4) voluntary unpaid furlough days in each of the contract years commencing July 1, 2019, July 1, 2020, and July 1, 2021. Exhibit A employees will be able to use the equivalent number of furlough hours in .25 increments (15 minute increments or multiples thereof). Use of furlough hours must be requested in advance, and approved by management. Notwithstanding the provisions of Section 12, pay for each such voluntary furlough day taken by an Exhibit A employee shall be deducted in the pay period in which it is taken.
- (e) **NEW: Section 13 (Salary Range and Progression)**
 - (i) The pay groups and, where applicable, the pay group progressions for Exhibit A employees are as set out in Appendix A to this Agreement, attached hereto and made a part hereof, subject to the increases in annual salary specified in Paragraph 6(a) of this Agreement. Following any applicable pay group progression, Exhibit A employees are subject to the base annual salary increases and annual increments set forth in Paragraph 6(a) above.
 - (ii) Placement of existing employees in the salary progression referenced in (i) above, if applicable, shall be based on their placement as of January 1, 2019. Initial placement of new Exhibit A employees in the salary progression set forth in (i) above, if applicable, shall be determined by management based on prior relevant experience of the employee.

7. Article 19 (Hours of Work): New subsections (c) and (d) shall be added to Section 2 as follows:

- (c) Exhibit A employees other than those referenced in paragraph (d) below who currently work a schedule other than those set forth in (a) above shall continue to work such schedule so long as the individual employee and the employer so agree.
- (d) Exhibit A employees in the Information Technology Division, as well as Information Technology employees assigned to other divisions or the Office of the Probate Court Administrator, shall work whatever schedule may be approved or assigned by the employer. All such employees shall be covered by the IT Division Policy & Procedure on overtime pay and on-call stipend in effect on the effective date of this Agreement, except that the on-call stipend specified therein shall be increased by the same percentage and at the same time as the general wage increases specified in this Agreement and future agreements. The compen-

satory time provisions of said Policy & Procedure shall be interpreted in accordance with applicable FLSA standards.

8. Article 21, Section 2 (Vacation Accrual): Exhibit A employees who work a forty (40) hour per week schedule shall accrue vacation as set forth below. For Exhibit A employees who work fewer than forty (40) hours per week, vacation leave accrues as set forth below, at a rate proportional to the number of hours the employee works.

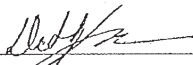
- (a) Exhibit A employees shall continue to accrue vacation at the rate set forth in Judicial Branch Policy 506 (Vacation Leave Accrual and Credits) through the end of the calendar month in which this Agreement is executed.
- (b) Commencing with the first of the calendar month following execution of this Agreement, vacation accrual for Exhibit A employees shall be governed by the terms of the CBA.
- (c) If for any reason this Agreement is rejected by the General Assembly, the provisions of paragraph (b) shall be null and void, and the status quo ante with respect to the vacation accrual of Exhibit A employees shall be retroactively restored.

9. Article 22, Section 13 (Emergency Sick Bank): Upon execution of this Agreement, Exhibit A employees shall be moved from the excluded Emergency Sick Leave Bank to the Emergency Sick Leave Bank set forth in the CBA, and shall not be required to "buy in" to the latter, but shall be subject to any requirement of "supplemental contribution" that may be required of all covered employees on or after . January 1, 2019.

10. This Agreement shall be part of, incorporated into, and attached as an appendix to the CBA.

In witness whereof, the parties have caused their duly authorized representatives to affix their signatures on the date(s) set forth below.

UNION OF PROFESSIONAL JUDICIAL
EMPLOYEES, AFT/AFT/CT

by 
date 4-26-2019

STATE OF CONNECTICUT
JUDICIAL BRANCH

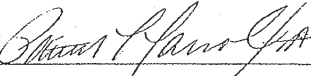
by 
date 5-1-19

EXHIBIT A

Job Titles and Pay Groups/Progressions

For Assistant Clerk - Appellate, Assistant Reporter of Judicial Decisions, Motions Staff Attorney and Staff Attorney, the following pay group progression, based on satisfactory performance, will continue:

Year 1 - Employees will start in pay group 26, step 97.

Year 2 - pay group 26, step 98

Year 3 - pay group 30, step 97

Year 4 - pay group 30, step 98

Year 5 - pay group 30, step 99

Year 6 - pay group 32, step 98

Progression through pay group 32 will continue when annual increments are provided by the CBA.

Other Job Titles and Pay Groups:

Assistant Jury Administrator	23
Information Technology Analyst Trainee	19
Information Technology Analyst I	25
Information Technology Analyst II.	27
Information Technology Analyst III	28
Information Technology Analyst IV	29
Microcomputer Specialist I	22
Microcomputer Specialist II	24
Network Technician Trainee	14
Network Technician I	17
Network Technician II.	21
Desktop Applications Specialist I	22
Desktop Applications Specialist II.	24
Systems Developer Trainee	19
Assistant Systems Developer	20
Systems Developer I	23
Systems Developer II	25
Systems Developer III	27
Systems Developer IV	28
Technical Systems Analyst Trainee	25
Technical Systems Analyst I	26
Technical Systems Analyst II.	29
Internal Auditor I	24
Internal Auditor II	27
Accountant I	24
Accountant I - Probate	24
Accountant II.	27
Coordinator of Child Support Systems	31
Coordinator of Central Registry	21
Office Technology Specialist I	18
Office Technology Specialist II.	20
Staff Development Officer	25
Staff Development Specialist	27

APPENDIX H

Relocation Postings Re ITA + Group

STIPULATED AGREEMENT

Between

THE STATE OF CT JUDICIAL BRANCH

And

THE UNION OF PROFESSIONAL JUDICIAL EMPLOYEES,
AFT/AFT-CT

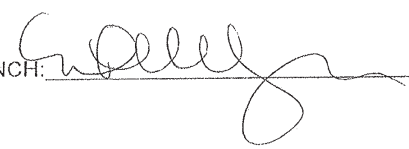
Re: Relocation Postings for Exhibit A Job Classes in the
ITA + Group

The Parties agree as follows:

1. With the exception of Accountant I and Accountant II, job classifications listed in Exhibit A of the MOA covering the ITA+ Group (attached) signed by the parties on May 1, 2019 will not be subject to voluntary relocation postings every six (6) months per Article 26, Section 2. Relocation opportunities for these *job* classes will be posted only when the Branch is filling positions.

2. This agreement is specific to this matter, is entered into with prejudice and without precedent in any pending or future matters. Neither this agreement nor any facts or circumstances leading to the resolution of this dispute shall be admissible as evidence in any proceedings involving any other employees.


Union of Professional Judicial Employees Date 10/23/19

JUDICIAL BRANCH:  Date 10/23/2019

APPENDIX I

Remote Work Agreements

MEMORANDUM OF AGREEMENT

THE STATE OF CONNECTICUT JUDICIAL BRANCH

and

**JUDICIAL PROFESSIONAL EMPLOYEES UNION, LOCAL 4200b
AFT/AFT-CT, AFL-CIO**

BARGAINING UNIT 42/52 REMOTE WORK

Remote work is a voluntary arrangement whereby an employee is permitted to work from home, or other approved location, on a pre-approved basis for part of their workweek. Remote work facilitates efficiency and productivity. It does not change the nature of the work a Branch employee is expected to perform, the hours the employee is expected to be working, the employee's official duty station or the employee's obligation to comply with laws, regulations and state and Branch policies.

1. These Guidelines:

- Establish the rules the Branch must follow when analyzing requests to remote work;
- Establish the terms and conditions of remote work agreements; and
- Identify requirements to memorialize the agreements.

2. There are two types of remote work: 1) routine remote work in which remote work occurs as part of an ongoing, regular schedule and 2) situational remote work that is approved on a case-by-case basis, where the hours worked were NOT part of a previously approved, ongoing and regular remote work schedule. Examples of situational remote work include remote work as a result of inclement weather, doctor appointment, or special work assignments, and is sometimes also referred to as situational, episodic, and intermittent, unscheduled, and/or ad-hoc remote work. Requests for situational remote work, by employees previously approved for remote work, must be made *by* the remote worker to their supervisor at least forty-eight (48) hours in advance of the situational remote work day(s).

3. The time period through October 8, 2021 shall be used for purposes of training individuals regarding the remote work program. The period through October 31, 2021 shall be used to process applications and take related measures to implement the Program.

4. **AUTHORITY**

Agreement reached between the Judicial Branch and AFT/JPE dated September 2, 2021.

5. **ANALYZING REQUESTS TO REMOTE WORK**

6. Applications to work remotely must be analyzed based on specific job duties and approval is not guaranteed. All employees wishing to

remote work must submit a fully completed and detailed Application to his/her Manager. For purposes of this document, approver authority will be either the supervisor or manager. In the Division of Public Defender Services, the approver authority will be Human Resources. Supervisors may institute a work plan which may include daily productivity reports which will be required while an employee is working remotely.

7. The Supervisor/Manager *will* provide the completed Application to the divisional Human Resources Representative and Human Resource Management who will coordinate the review of the proposal. The Branch has discretion to approve or deny remote work requests based upon its assessment of the individual's Application and in accordance with these guidelines and the business needs of the Branch. Seniority shall apply in resolving conflicts between competing requests to remote work whenever possible. Seniority shall be defined by the specific bargaining unit agreement if only one is applicable, or as total state service if the conflict involves employees of more than one bargaining unit. ADA accommodations are an example of agreed upon exceptions to the seniority rule.

8. Sensitive information such as homeowner's/renter's insurance policies, medical documents, childcare documentation, dependent educational records, etc. shall be submitted directly to Human Resource Management and not divisional human resources.

9. The determination of the employer to deny an application to remote work, and/or to terminate an existing remote work agreement, shall not be subject to the grievance and/or arbitration procedure as set forth in the Collective Bargaining Agreement.

Employees may appeal remote work decisions only in cases of initial denial and/or early termination of approved remote work. The Branch and Union will use a preselected facilitator to hear employee appeals. Appeal hearings shall last no longer than forty-five (45) minutes and as many as eight (8) hearings will be scheduled for one day. The employee will have fifteen minutes to present the case with the Branch having the same amount of time. The facilitator shall serve as the neutral and preside over a tripartite panel. The Union will assign a panelist and the Branch will assign a panelist. Employees shall self-advocate and will not be afforded union or legal representation but may consult with the Union panelist prior to the hearing. The Branch advocate shall present the Branch's case. Any documents the employee or Branch plan to present shall be submitted at the time of the hearing and four (4) copies of all materials shall be submitted. In cases of initial denials, the employee bears the burden of proof. In cases of early termination, the Branch bears the burden of proof.

The facilitator shall decide one of two potential issues: Shall remote work be approved or shall remote work be terminated. The non-prevailing party (Union or Branch) shall pay the pro-rated costs of the facilitator's fees. If multiple appeals are heard in one day, the parties will split the fee based upon the outcome of the cases.

The facilitator may make a bench decision on the case, or take up to three calendar days to make the decision. No briefs, from either party, are admissible, and no reasoned (written) opinion is required of the facilitator. As a component of the facilitation process, all parties (Branch, union and employee) shall sign a waiver of any right to appeal under C.G.S. 52-418.

10. The approval of one remote working request shall not create any rights or expectations that the Branch will approve a subsequent request from the same employee or a request from a different employee in the same job classification.

11. In the event that the union believes an employee, who was approved for situational telework, is being unfairly denied situational telework on an ongoing basis, the parties agree to an issue based mediation between a representative of the union and a representative of the Branch.

12. ANALYZING THE POSITION

13. Employees in classifications eligible for hazardous duty retirement and/or who individually are eligible for hazardous duty retirement are excluded from remote work. Any change in the remote work status of hazardous duty employees is subject to further negotiations of the parties.

14. The Branch will analyze the duties of the position, how the work is performed and communication exchanges that will be necessary. Duties will not be eliminated or reassigned for the sole purpose of making a position (or a specific employee) more conducive to remote working.

15. Generally, positions that have the following attributes may be appropriate for remote working:

- Require independent work with minimal supervision;
- Require little face-to-face interaction with co-workers, clients, customers, patients, etc.;
- Result in specific, measurable work products;
- Require materials (documents, data, etc.) that are accessible from the remote location and can be adequately safeguarded and protected.

16. ANALYZING THE PROPOSAL

17. Can all of the following questions be answered “Yes”?

18. Can the employee perform the full range of their duties outlined in their proposed work plan, including any supervisory responsibilities at the remote working location?

19. Will allowing the employee to remote work have the effect of remaining constant or improving his/her efficiency and productivity?

20. Will the efficiency and productivity of the work group remain constant or improve as a result of the approved remote work agreement?

21. Can any confidential information (including but not limited to personal health information or financial information) managed or processed

by the remote worker be adequately safeguarded and protected in a manner required by state and federal law?

22. Does the unit have the supervisory and/or electronic capabilities to validate the work performance of the remote worker at the remote working location?

23. Does the employee possess the necessary computer equipment (e.g., state-issued laptop, VPN account, peripherals, etc.) and state-installed software to enable the employee to perform his/her job duties from the remote work location? Alternatively, does the remote worker not need a computer to perform his/her work?

24. Does the employee have a suitable place in their remote working location to ensure that a safe, confidential and appropriate work environment is maintained?

25. Does the employee have reliable telephone and internet access in place at their remote work location in order to be available to their unit and to perform necessary work functions?

26. Can all of the following questions be answered “No”?

27. Will allowing the employee to remote work impair the efficiency and productivity of the work group?

28. Is a combination of reduced work schedules and remote work schedules impairing the level of service that can be provided by a work group?

29. Is the employee in an initial working test period?

30. Is the employee in a trainee class?

31. Does the employee have less than a satisfactory rating on their most recent performance rating?

32. Does the employee have disciplinary action of a written reprimand or above in the last 12 months?

33. Has the employee had attendance issues over the past twelve (12) months?

34. All of the questions in subsection (B) (1) must be answered “Yes” and all of the questions in subsection (B) (2) must be answered “No” in order for a remote work application to be approved.

35. **TERMS AND CONDITIONS OF REMOTE WORK AGREEMENTS**

36. **STANDARDS OF CONDUCT**

37. While remote working, the employee is bound by all state and Branch policies and practices as if they were working at the official duty station.

38. **COMPENSATION AND BENEFITS**

39. A remote working agreement is not a basis for changing the employee’s salary or benefits. The remote worker’s salary, work hours and bene-

fits will remain subject to the rules governing the collective bargaining unit contract or existing State statutes and regulations.

40. None of the rights or benefits provided under an employee's collective bargaining agreement between the Branch and the employee unions are enhanced or abridged by the implementation of remote work programs. Disputes arising from a denial of a remote work proposal shall be addressed as set forth above.

41. In no event shall an employee be eligible for any additional compensation as a result of the remote work agreement. A remote work agreement does not change the employee's official duty station; the remote worker's official duty station remains at the work location assigned prior to the remote work agreement. There shall be no expectation for mileage reimbursement or auto use fee to go to meetings at the official duty station.

42. WORK PERFORMANCE

43. The remote worker is responsible for maintaining availability, appropriate levels of production and quality of work while remote working.

44. The supervisor/manager shall establish methods and standards for measuring the work performance, including productivity and efficiency, of the remote working employee and the other employees in their work group which may include sign in/out and daily work report requirements. If performance issues arise, or if the remote work agreement causes a decrease in the productivity and/or efficiency of the work group as a whole, the remote work agreement can be terminated immediately by the supervisor.

45. SCHEDULE

46. Remote work timeframes must be defined and preapproved for the remote working employee. Branch operational needs take precedence over the employee's personal needs.

47. The hours of work while remote working shall match the hours that would be worked at the official duty station, unless specific approval has been granted otherwise. Remote working employees must adhere to their approved work schedules, including lunch and breaks. Overtime work or work earning compensatory time must be approved in advance by the supervisor/manager. No travel time will be included in regular work hours to arrive at a Remote work location. As a general rule, remote work will occur in whole-day increments. Situational remote work may be granted in partial day increments With approval of the supervisor. In the Division of Public Defender Services remote work may occur in half day increments, due to operational needs.

- (a) An exception to this rule may be permitted when the off-site work is completed in less than the employee's regularly scheduled hours for that day and the remote working would benefit the efficiency of work productivity.

48. The Branch shall not approve any remote work schedule that results in an employee being scheduled to be out of the official work site more than 40% of the work week.

49. Remote workers are subject to the same rules for using sick leave, vacation, personal leave and other leave. If the remote working employee is unable to work any portion of his/her remote working day, the employee will be required to use applicable personal leave, earned compensatory time, or accrued vacation or sick leave for the hours not worked, subject to standard Branch rules and procedures regarding such leave.

50. Any change(s) to the remote work agreement must be preapproved in writing by the Branch. Any changes in the schedule of the remote work agreement are subject to the Branch's internal review process and the appeal process under this policy. If the change is intended to be ongoing, then the new agreement must be memorialized as a new Remote work Agreement.

51. Documentation of Remote work Agreements must be maintained for audit purposes.

52. In the Division of Public Defender Services the number of hours an employee spends remote working shall be recorded by entering the time reporting code "REGTC" on the CORE timesheet.

53. DURATION

54. Remote working is voluntary and an employee's participation in a remote work agreement may be terminated the Branch upon a change in operational needs or if a performance, disciplinary, safety or an information security issue arises. The supervisor/Human Resources shall review any such termination within 5 working days. In cases of early termination of remote work, any appeal shall be heard by the facilitator at the next available hearing date.

55. If a remote worker is transferred, promoted or otherwise moved into a new job classification requiring a working test period or assumes duties inconsistent with remote working, the remote work agreement must be terminated effective the date of the job change.

56. Remote work agreements are not permanent; therefore, a remote work agreement will be subject to review and re-approval at intervals no greater than every 12 months. If a remote worker and their supervisor want to continue the remote work agreement, the original agreement may be renewed with review and approval by Human Resources. If approved, the renewed agreement must be memorialized in accordance with this agreement and Branch policies.

57. REMOTE WORKING LOCATION

58. The remote worker is responsible for maintaining a designated workspace in a safe, healthy, professional and secure manner. The workspace must have the necessary environment and furnishings (for example

a private workspace, desk, chair and telephone) to enable the employee to accomplish his/her assigned duties.

59. The remote worker must have reliable phone and internet services in place at the remote work location in order to be available to conduct their work duties. The remote worker is required to provide the phone numbers where they can be reached on remote work days. Remote workers are not authorized to perform work at any site other than the approved remote working location for the duration of the remote working shift.

60. With notice, the Branch may make on-site visits to the designated workspace for the purposes of verifying that Employee is remote working as scheduled, determining that the site is safe and free from hazards, and maintaining, repairing, inspecting or retrieving Branch-owned equipment, software, data, or supplies. The Branch will make inspections only during Employee's scheduled remote work hours. An example of notice would include but not be limited to leaving a message on the employee's designated phone number or sending an email. The union will be given notice of such visits, and will be allowed to participate in the site visit. Only those areas that the employee uses for remote work are subject to said inspection.

61. AVAILABILITY TO REPORT TO THE OFFICIAL DUTY STATION

62. Remote workers shall report to the official duty station when directed, based on management priorities, such as for meetings, training or other work-related requirements. Business meetings, meetings with stakeholders or regularly scheduled meetings with co-workers shall not be held at the remote work duty station unless they can be accomplished through a teleconference process.

63. The remote working employee shall not be reimbursed for mileage if they report to the official duty station but remains eligible for reimbursement for travel to other locations in accordance with the applicable collective bargaining agreement and/or the standard State Travel Regulations.

64. FAMILY RESPONSIBILITIES

65. Remote work shall not be used to provide family care. The remote worker shall make arrangements to have dependent children or elders cared for by other individuals.

66. OUTSIDE EMPLOYMENT

67. Remote working employees must devote their full efforts and attention to their assigned duties, and shall not conduct any outside employment or other business during the employee's working hours. Remote work applications must be reviewed to determine if an employee's outside employment or outside income is such that remote working will enable, or create the appearance of enabling, the employee to co-mingle state and non-state work during established work hours. Remote workers shall be subject to any and all Judicial Branch policies and procedures regarding dual employment, secondary employment and/or ethics.

68. EQUIPMENT AND SUPPLIES

69. Remote work shall be performed on Branch provided equipment and/or through approved software. The Branch is under no obligation to purchase equipment beyond existing appropriations simply to enable an employee to remote work. Any equipment and supplies purchased by the Branch remains Branch property and must be returned at the conclusion of a remote work agreement or when requested by Branch management. The remote worker must obtain authorization before bringing any Branch-owned equipment or supplies to the remote work location.

70. Branch-owned equipment and supplies shall be used only for Branch business. Personal use of these materials is prohibited, even during non-working hours.

71. Remote work performed on Branch-issued laptops is subject to Freedom of Information Act (FOIA) requests for information, the same as when the employee is working at their assigned work location.

72. The Branch assumes no responsibility for any operating costs associated with the employee using their personal residence as a remote work duty station, including home maintenance, insurance, utilities, telephone service or internet service. Remote workers must have sufficient ISP access at the remote location. There is no expectation of reimbursement for this service. Similarly, out-of-pocket expenses for supplies normally available through the Branch will not be reimbursed.

73. Employees who remote work are not eligible for any contractual home office or other monetary stipend other than those to which they would have been entitled in the absence of remote work.

74. SECURITY OF EQUIPMENT AND MATERIALS

75. Employees are responsible for the physical security of Branch equipment, supplies and information in their possession while working remotely. The employee will be liable for any loss or damage to Branch equipment or supplies due to the employee's negligence or misconduct.

76. Materials, documents, etc. that the employee transports to and from the official workstation to the remote work location are their responsibility and must be kept confidential and secure. The employee must protect the records from unauthorized disclosure or damage and must comply with all state-wide and Branch policies and procedures regarding such matters.

77. Certificates of the remote worker's homeowners' or renters' insurance must be kept on file with the employee's approved Remote Work Agreement. It is the employee's responsibility to submit insurance renewals or changes to be maintained with the remote work agreement documents.

78. MANDATORY TECHNICAL REQUIREMENTS

79. A. Multi-Factor Authentication

For security purposes, no employee shall be permitted to remotely access the Judicial Branch network, systems or files unless he/she is registered for "Multi Factor Authentication" (MFA) access. In order to

do so, the employee must agree to accept security confirmations in either of the two methods; (1) accept SMS text security confirmations via their cellphone or (2) install the free Microsoft Authenticator app on a cellphone and approve security confirmations within the app. Under no circumstances will an employee be allowed to Remote Work unless they agree to either of these two MFA security measures.

Note: Those employees who in the past have accessed the Judicial Anywhere / Azure portal, should already be registered with the MFA requirement. In addition, it is the responsibility of the employee to obtain a cellphone device for which they can accept the SMS Text MFA security confirmations. The Judicial Branch will not assume any financial responsibility for the purchase, reimbursement or monthly service fees for the employee's cellphone unless it is a work cellphone previously assigned to the employee by the Judicial Branch.

80. B. “Managed Device”- Judicial Branch Owned Equipment

Employees who are approved to remote work will be provided with a Judicial Branch configured laptop which will be remotely managed by the Information Technology Division (ITD) with regards to security, software patches and the like. Unless preapproved by rm, no employee will be permitted to remotely access the judicial Branch network, systems or files with a non-Judicial device.

81. C. High Speed Internet Service

The ability to maintain a strong uninterrupted internet connection is a very important aspect of the Remote Work environment. Therefore, in order to ensure that the Remote Work environment can allow the employee to efficiently process his/her Judicial Branch duties without issues or delay, the Remote Work connection must be at least 10 Mbps upload/download speed. The following link can be used to test your Internet service speed: <https://speed.cloudflare.com/>

82. D. Maintenance of Judicial Branch Owned Equipment

As is done with all on premise Judicial Branch equipment, the Employee shall contact the ITD HelpDesk for all issues relating to equipment malfunctions and repairs. Employee must notify the HelpDesk of any technical issue in a timely fashion in order to effectuate a timely resolution or repair. If the HelpDesk is unable to remotely resolve the technical issue, the employee must bring the device into the work location so that the technician can physically work on the device. The Judicial Branch equipment maintenance contract currently does not allow for any repairs to be made at a personal residence or other non-judicial remote location. Under no circumstances will the technician travel to an employee's home or remote work place. In addition, the employee must report back to the in-office work location for the period of time it takes to repair or resolve the technical issue should a substitute device not be provided to employee.

83. E Computer Policies

It is understood by the employee that all existing computer policies detailed in the Administrative Policies and Procedures also apply when the employee is remote working with regards to computer use and confi-

dential database/information accesses. Employee shall take extra measures to keep any data or information obtained or viewed from a remote work location, safe and confidential.

84. LIABILITY FOR INJURIES

85. The Branch will continue to provide workers' compensation benefits and coverage to the remote working employee as governed by the Connecticut General Statutes and the applicable collective bargaining agreement provided the alternate work location has been approved in the remote work agreement.

86. An injury must arise strictly out of and within the course of employment in order to be considered as a workers' compensation liability, wherein all standard workers' compensation regulations would apply. Accidents at the remote working employee's home to persons who are not on-duty Branch employees are the responsibility of the employee. A remote worker must contact his/her supervisor as soon as an injury occurs, whether covered by workers' compensation or not.

87. The authority for determining if an injury "arises out of or within the course of employment" falls within the jurisdiction of the Workers Compensation Commission.

88. INABILITY TO WORK AT REMOTE WORKING LOCATION

89. The remote working employee must notify their supervisor immediately of any situations that interfere with their ability to perform their job: equipment malfunction; loss of power at the remote work location; unexpected need to care for child/family member; etc. Depending on the particular circumstances, the Branch may allow the remote worker to use accrued leave or compensatory time, if applicable, or require the employee to report for work at the official duty station.

90. If a situation arises which would preclude the employee from working at the remote work location, the employee must request the use of leave time, arrange for a change in work schedule, or work at their official duty station.

91. LATE OPENING, EARLY DISMISSAL, BRANCH CLOSURE

If a situation arises at the remote worker's official duty station that interferes with the ability of non-remote working employees to work at the official duty station (e.g. power failure, weather conditions, lack of heat in the office building; etc.) while the remote worker is working at their remote work location, the remote worker is not excused from duty for this period of time as they would not be affected by these conditions.

92. In addition, remote workers may be requested to remote work on non-remote work days as operational needs dictate or in the event of an emergency (e.g. power outage, flooding/water damage at official duty station etc.).

93. MEDICAL ISSUES

Remote work may not be used in lieu of sick leave, state or federal family and medical leave, workers' compensation leave or any other type of leave.

94. On a case-by-case basis, remote work may be considered a reasonable accommodation under state or federal disability law. In making this determination, it must be remembered that the purpose of a reasonable accommodation is to enable the employee to perform the essential functions of their job. Even when the Remote work Agreement is entered into under the auspices of state or federal disability law, the remote work agreement must be memorialized in writing.

95. LOCAL ZONING ORDINANCES

It is the remote working employee's responsibility to ensure compliance with any local zoning ordinances related to working at home or maintaining a home office.

96. TAX IMPLICATIONS

The tax implications of remote working are entirely the responsibility of the remote worker. Remote workers are encouraged to seek professional advice in this area.

97. OTHER ACTION

Nothing in these Guidelines precludes the Branch from taking any appropriate disciplinary action against an employee who fails to comply with the provisions outlined in the remote work agreement. Non-compliance may also result in the immediate cancellation of the Remote work Agreement.

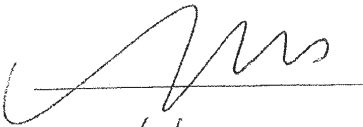
98. MEMORIALIZING THE REMOTE WORKING AGREEMENT IN WRITING

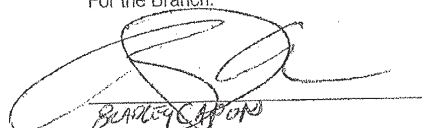
All remote work agreements must be memorialized in writing using the form entitled Remote work Agreement. The completed form must be signed by the employee, the employee's supervisor division human resources (when applicable), and Human Resource Management. The original signed form shall be kept in the remote working employee's personnel file.

99. If a Remote work Agreement is modified in any way (such as duration, schedule, duties performed etc.), the new agreement must be memorialized using the form attached and documented consistent with this section.

100. REPORTING TO HUMAN RESOURCE MANAGEMENT

Branch Divisions must provide Human Resource Management with a copy of any Remote work Agreement that they authorize for their employees. Each division shall send HRM a copy of the signed Remote work Agreement within one (1) week of approval.

For the Union:

Date 9/2/21

For the Branch:

Date 9/2/2021


STIPULATED AGREEMENT

Between
THE STATE OF CT JUDICIAL BRANCH
And
THE UNION OF PROFESSIONAL JUDICIAL EMPLOYEES, AFT/AFT-CT
Re: SPP 34650

The Parties, to amicably resolve these issues without use of the grievance and arbitration procedure, or the state prohibited practice process, agree as follows:

1. The Branch agrees that if a hazardous duty employee requests an accommodation pursuant to the Americans with Disabilities Act and/or any State equivalent, the Branch will engage in the interactive process to determine whether a reasonable accommodation may be made, such accommodation could include remote work.
2. Any such request shall be referred to Judicial Branch Human Resource Management for consideration.
3. The Union withdraws SPP 34650 and the Labor Board closes this matter.


Union of Professional Judicial Employees Date 10/21/22


Judicial Branch Date 10/21/22

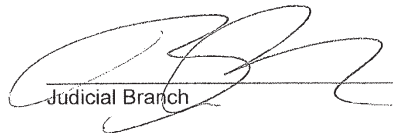
STIPULATED AGREEMENT

Between
THE STATE OF CT JUDICIAL BRANCH
And
THE UNION OF PROFESSIONAL JUDICIAL EMPLOYEES, AFT/AFT-CT
Re: SPP 34808

The Parties, to amicably resolve these issues without use of the grievance and arbitration procedure, or the state prohibited practice process, agree as follows:

1. In situations involving allegations of harassment, hostile work environment, workplace violence, or similar safety related allegations, the Union agrees that the Branch has the option of allowing bargaining unit employees involved in the allegations to work from a location other than their duty office. Such option is at the sole discretion of the Branch, and if the Branch exercises the option, the decision shall not be the subject of a grievance, prohibited practice, or other complaint by the Union.
2. The Union withdraws SPP 34808 and the Labor Board closes this matter.


Union of Professional Judicial Employees Date 10/21/22


Judicial Branch Date 10/21/22

MEMORANDUM OF AGREEMENT

BETWEEN THE JUDICIAL BRANCH AND
THE JUDICIAL PROFESSIONAL EMPLOYEES' UNION

Re: Remote Work agree to the following:

The parties listed above agree to the following terms and condition regarding remote work for Information Technology job classes:

1. On September 2, 2021, the parties entered into a remote work agreement (the Agreement).

2. As part of the Agreement, eligible JPE employees were given the opportunity to work remotely up to forty percent (40%) of a work week.

3. By way of this Memorandum of Agreement, the parties agree that the following job classes may be eligible to work remotely more than forty percent (40%) of the work week:

Information Technology Analyst Trainee
Information Technology Analyst I
Information Technology Analyst II
Information Technology Analyst III
Information Technology Analyst IV
Microcomputer Specialist I
Microcomputer Specialist II
Office Technology Specialist I
Office Technology Specialist II

4. Approval for remote work of more than forty (40%) of the work week for employees in the above job classes in the Information Technology Division will come from the Executive Director of Information Technology or their designee.

5. Approval for remote work of more than forty (40%) of the work week for employees in the above job classes who work in other Branch divisions will come from the Executive Director of those divisions or their designee.

6. Employees not in the above job classes but who have a permanent full-time assignment to an information technology unit and are otherwise approved for remote work, may be eligible for remote work of more than forty (40%) of the work week subject to review and approval by the Executive Director of their division or their designee.

7. IT Employees discussed above who are in their initial working test period and/or in a trainee class, as discussed in Paragraph Nos. 29 and 30 of the Agreement, may be eligible to remote work with the approval of their Executive Director or their designee.

8. IT Employees who are already working on a remote work plan under the Agreement wish to increase the number of their remote workdays must resubmit applications requesting a new work plan, as described in the agreement.

9. The opening paragraph of the September 2, 2021, Agreement shall be amended to read, "Remote work is a voluntary arrangement whereby an employee is permitted to work from home on a pre-approved basis for part of their work week."

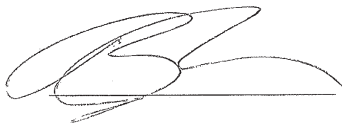
10. Employees working in trainee job classifications who were prohibited from remote work by Paragraph No. 30 of the Agreement are now eligible to apply for remote work if they meet the other requirements contained in the Agreement.

11. The Parties agree that paid holidays are included as part of the work week, as cited in Paragraph No. 48 of the Agreement.

12. The Parties additionally agree to that proof of homeowners/renters insurance will no longer be required as part of any remote work application.

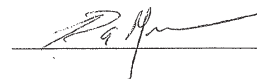
13. The Parties agree to meet and add an additional fifth arbitrator to the panel of arbitrators, as well as an agreed upon arbitrator rotation process.

For the Branch



Date: 12/13/22

For the Union



Date: 12/13/2022

APPENDIX J

Salary Schedule Effective July 1, 2022

JUDICIAL PROFESSIONAL EMPLOYEES
 40.00 HOUR WEEK
 EFFECTIVE JULY 01, 2022

Bargaining Unit: 42

NP4034

GRP	PER	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	AI
07	ANN	36,733.00	37,584.00	38,435.00	39,286.00	40,137.00	40,988.00	41,839.00	42,690.00	851
	BIW	1,407.40	1,440.00	1,472.61	1,505.22	1,537.82	1,570.43	1,603.03	1,635.64	
	DLY	140.74	144.00	147.27	150.53	153.79	157.05	160.31	163.57	
	HLY	17,5925	18,0000	18,4076	18,8153	19,2228	19,6304	20,0379	20,4455	
08	ANN	39,091.00	40,205.00	41,319.00	42,433.00	43,547.00	44,661.00	45,775.00	46,889.00	1,114
	BIW	1,497.74	1,540.43	1,583.11	1,625.79	1,668.47	1,711.15	1,753.84	1,796.52	
	DLY	149.78	154.05	158.32	162.58	166.85	171.12	175.39	179.66	
	HLY	18,7218	19,2554	19,7889	20,3224	20,8559	21,3894	21,9230	22,4565	
09	ANN	40,132.00	41,324.00	42,516.00	43,708.00	44,900.00	46,092.00	47,284.00	48,476.00	1,192
	BIW	1,537.63	1,583.30	1,628.97	1,674.64	1,720.31	1,765.98	1,811.65	1,857.32	
	DLY	153.77	158.33	162.90	167.47	172.04	176.60	181.17	185.74	
	HLY	19,2204	19,7913	20,3621	20,9330	21,5039	22,0748	22,6456	23,2165	
10	ANN	41,255.00	42,545.00	43,835.00	45,125.00	46,415.00	47,705.00	48,995.00	50,285.00	1,290
	BIW	1,580.66	1,630.08	1,679.51	1,728.93	1,778.36	1,827.78	1,877.21	1,926.63	
	DLY	158.07	163.01	167.96	172.90	177.84	182.78	187.73	192.67	
	HLY	19,7583	20,3760	20,9939	21,6116	22,2295	22,8473	23,4651	24,0829	
11	ANN	42,941.00	44,276.00	45,611.00	46,946.00	48,281.00	49,616.00	50,951.00	52,286.00	1,335
	BIW	1,645.25	1,696.40	1,747.55	1,798.70	1,849.85	1,901.00	1,952.15	2,003.30	
	DLY	164.53	169.64	174.76	179.87	184.99	190.10	195.22	200.33	
	HLY	20,5656	21,2050	21,8444	22,4838	23,1231	23,7625	24,4019	25,0413	
12	ANN	44,318.00	45,706.00	47,094.00	48,482.00	49,870.00	51,258.00	52,646.00	54,034.00	1,388
	BIW	1,698.01	1,751.19	1,804.37	1,857.55	1,910.73	1,963.91	2,017.09	2,070.27	
	DLY	169.81	175.12	180.44	185.76	191.08	196.40	201.71	207.03	
	HLY	21,2251	21,8899	22,5546	23,2194	23,8841	24,5489	25,2136	25,8784	
13	ANN	46,794.00	48,526.00	50,258.00	51,990.00	53,722.00	55,454.00	57,186.00	58,918.00	1,732
	BIW	1,792.88	1,859.24	1,925.60	1,991.96	2,058.32	2,124.68	2,191.04	2,257.40	
	DLY	179.29	185.93	192.56	199.20	205.84	212.47	219.11	225.74	
	HLY	22,4110	23,2405	24,0700	24,8995	25,7290	26,5585	27,3880	28,2175	
14	ANN	48,897.00	50,703.00	52,509.00	54,315.00	56,121.00	57,927.00	59,733.00	61,539.00	1,806
	BIW	1,873.45	1,942.65	2,011.84	2,081.04	2,150.23	2,219.43	2,288.63	2,357.82	
	DLY	187.35	194.27	201.19	208.11	215.03	221.95	228.87	235.79	
	HLY	23,4181	24,2831	25,1480	26,0130	26,8779	27,7429	28,6079	29,4728	

Bargaining Unit: 42
 JUDICIAL PROFESSIONAL EMPLOYEES
 40.00 HOUR WEEK
 EFFECTIVE JULY 01, 2022

GRP	PER	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	AI	Increase
15	ANN	51,110.00	52,975.00	54,840.00	56,705.00	58,570.00	60,435.00	62,300.00	64,165.00	1,865	
	BIW	1,958.24	2,029.70	2,101.15	2,172.61	2,244.07	2,315.52	2,386.98	2,458.43		
	DLY	195.83	202.97	210.12	217.27	224.41	231.56	238.70	245.85		
	HLY	24,478.00	25,371.30	26,264.40	27,157.60	28,050.90	28,944.00	29,837.30	30,730.40		
16	ANN	53,578.00	55,521.00	57,464.00	59,407.00	61,350.00	63,293.00	65,236.00	67,179.00	1,943	
	BIW	2,052.80	2,127.25	2,201.69	2,276.14	2,350.58	2,425.02	2,499.47	2,573.91		
	DLY	205.28	212.73	220.17	227.62	235.06	242.51	249.95	257.40		
	HLY	25,660.00	26,590.60	27,521.10	28,451.80	29,382.30	30,312.80	31,243.40	32,173.90		
17	ANN	56,230.00	58,218.00	60,206.00	62,194.00	64,182.00	66,170.00	68,158.00	70,146.00	1,988	
	BIW	2,154.41	2,230.58	2,306.75	2,382.92	2,459.09	2,535.25	2,611.42	2,687.59		
	DLY	215.45	223.06	230.68	238.30	245.91	253.53	261.15	268.76		
	HLY	26,930.10	27,882.30	28,834.40	29,786.50	30,738.60	31,690.70	32,642.80	33,594.90		
18	ANN	59,060.00	61,101.00	63,142.00	65,183.00	67,224.00	69,265.00	71,306.00	73,347.00	2,041	
	BIW	2,262.84	2,341.04	2,419.24	2,497.44	2,575.64	2,653.84	2,732.04	2,810.23		
	DLY	226.29	234.11	241.93	249.75	257.57	265.39	273.21	281.03		
	HLY	28,285.50	29,263.00	30,240.50	31,218.00	32,195.50	33,173.00	34,150.50	35,127.90		
19	ANN	61,977.00	64,073.00	66,169.00	68,265.00	70,361.00	72,457.00	74,553.00	76,649.00	2,096	
	BIW	2,374.60	2,454.91	2,535.22	2,615.52	2,695.83	2,776.14	2,856.44	2,936.75		
	DLY	237.46	245.50	253.53	261.56	269.59	277.62	285.65	293.68		
	HLY	29,682.50	30,686.40	31,690.30	32,694.20	33,698.10	34,702.00	35,705.90	36,709.80		
20	ANN	65,128.00	67,281.00	69,434.00	71,587.00	73,740.00	75,893.00	78,046.00	80,199.00	2,153	
	BIW	2,495.33	2,577.82	2,660.31	2,742.80	2,825.29	2,907.78	2,990.27	3,072.76		
	DLY	249.54	257.79	266.04	274.28	282.53	290.78	299.03	307.28		
	HLY	31,191.60	32,222.80	33,253.90	34,285.00	35,316.10	36,347.20	37,378.30	38,409.40		
21	ANN	68,349.00	70,555.00	72,761.00	74,967.00	77,173.00	79,379.00	81,585.00	83,791.00	2,206	
	BIW	2,618.74	2,703.26	2,787.78	2,872.30	2,956.82	3,041.35	3,125.87	3,210.39		
	DLY	261.88	270.33	278.78	287.23	295.68	304.14	312.59	321.04		
	HLY	32,734.30	33,790.80	34,847.30	35,903.80	36,960.30	38,016.80	39,073.30	40,129.80		
22	ANN	70,211.00	72,822.00	75,433.00	78,044.00	80,655.00	83,266.00	85,877.00	88,488.00	2,611	
	BIW	2,690.08	2,790.12	2,890.16	2,990.20	3,090.23	3,190.27	3,290.31	3,390.35		
	DLY	269.01	279.02	289.02	299.02	309.03	319.03	329.04	339.04		
	HLY	33,626.00	34,876.50	36,127.00	37,377.50	38,627.90	39,878.40	41,128.90	42,379.40		

GRP	PER	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	AI	Increase
23	ANN	73,533.00	76,264.00	78,995.00	81,726.00	84,457.00	87,188.00	89,919.00	92,650.00		2,731
	BIW	2,817.36	2,922.00	3,026.63	3,131.27	3,235.91	3,340.54	3,445.18	3,549.81		
	DLY	281.74	292.20	302.67	313.13	323.60	334.06	344.52	354.99		
	HLX	35.2170	36.5250	37.8329	39.1409	40.4489	41.7568	43.0648	44.3726		
24	ANN	77,084.00	79,956.00	82,828.00	85,700.00	88,572.00	91,444.00	94,316.00	97,188.00		2,872
	BIW	2,953.41	3,063.45	3,173.49	3,283.53	3,393.57	3,503.61	3,613.64	3,723.68		
	DLY	295.35	306.35	317.35	328.36	339.36	350.37	361.37	372.37		
	HLX	36.9176	38.2931	39.6686	41.0441	42.4196	43.7951	45.1705	46.5460		
25	ANN	80,847.00	83,861.00	86,875.00	89,889.00	92,903.00	95,917.00	98,931.00	101,945.00		3,014
	BIW	3,097.59	3,213.07	3,328.55	3,444.03	3,559.51	3,674.99	3,790.46	3,905.94		
	DLY	309.76	321.31	332.86	344.41	355.96	367.50	379.05	390.60		
	HLX	38.7199	40.1634	41.6069	43.0504	44.4939	45.9374	47.3808	48.8243		
26	ANN	84,820.00	87,976.00	91,132.00	94,288.00	97,444.00	100,600.00	103,756.00	106,912.00		3,156
	BIW	3,249.81	3,370.73	3,491.65	3,612.57	3,733.49	3,854.41	3,975.33	4,096.25		
	DLY	324.99	337.08	349.17	361.26	373.35	385.45	397.54	409.63		
	HLX	40.6226	42.1341	43.6456	45.1571	46.6686	48.1801	49.6916	51.2031		
27	ANN	89,039.00	92,346.00	95,653.00	98,960.00	102,267.00	105,574.00	108,881.00	112,188.00		3,307
	BIW	3,411.46	3,538.17	3,664.87	3,791.58	3,918.28	4,044.99	4,171.69	4,298.40		
	DLY	341.15	353.82	366.49	379.16	391.83	404.50	417.17	429.84		
	HLX	42.6433	44.2271	45.8109	47.3948	48.9785	50.5624	52.1461	53.7300		
28	ANN	93,748.00	97,167.00	100,586.00	104,005.00	107,424.00	110,843.00	114,262.00	117,681.00		3,419
	BIW	3,591.88	3,722.88	3,853.87	3,984.87	4,115.87	4,246.86	4,377.86	4,508.86		
	DLY	359.19	372.29	385.39	398.49	411.59	424.69	437.79	450.89		
	HLX	44.8985	46.5360	48.1734	49.8109	51.4484	53.0858	54.7233	56.3608		
29	ANN	94,621.00	98,455.00	102,289.00	106,123.00	109,957.00	113,791.00	117,625.00	121,459.00		3,764
	BIW	3,628.01	3,772.23	3,916.44	4,060.66	4,204.87	4,349.09	4,493.30	4,637.51		
	DLY	362.81	377.23	391.65	406.07	420.49	434.91	449.33	463.76		
	HLX	45.3501	47.1529	48.9555	50.7583	52.5609	54.3636	56.1663	57.9689		
30	ANN	98,655.00	102,525.00	106,395.00	110,265.00	114,135.00	118,005.00	121,875.00	125,745.00		3,870
	BIW	3,779.89	3,928.17	4,076.44	4,224.72	4,372.99	4,521.27	4,669.55	4,817.82		
	DLY	377.99	392.82	407.65	422.48	437.30	452.13	466.96	481.79		
	HLX	47.2486	49.1021	50.9555	52.8090	54.6624	56.5159	58.3694	60.2228		

GRP	PER	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	Includes 2.50% Increase	AI
31	ANN	102,813.00	106,793.00	110,773.00	114,753.00	118,733.00	122,713.00	126,693.00	130,673.00	130,673.00	3,980
	BIW	3,939.20	4,091.69	4,244.18	4,396.67	4,549.16	4,701.65	4,854.14	5,006.63	5,006.63	
	DLY	393.92	409.17	424.42	439.67	454.92	470.17	485.42	500.67	500.67	
	HLI	49,2400	51,1461	53,0523	54,9584	56,8645	58,7706	60,6768	62,5829	62,5829	

GRP	STEP 97	STEP 98	STEP 99	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	AI
07 ANN	35117.00	35990.00	36863.00	37736.00	38609.00	39482.00	40355.00	41228.00	42101.00	42974.00	44048.00	46030.00	873
BIW	1345.48	1378.93	1412.38	1445.83	1479.28	1512.73	1546.17	1579.62	1613.07	1646.52	1687.67	1763.61	
DLY	134.55	137.90	141.24	144.58	147.93	151.28	154.62	157.97	161.31	164.66	168.77	176.37	
HLX	16.8185	17.2366	17.6548	18.0729	18.4910	18.9091	19.3271	19.7453	20.1634	20.5815	21.0959	22.0451	
08 ANN	36721.00	37866.00	39011.00	40156.00	41301.00	42446.00	43591.00	44736.00	45881.00	47026.00	48202.00	50371.00	1145
BIW	1406.94	1450.81	1494.68	1538.55	1582.42	1626.29	1670.16	1714.03	1757.90	1801.77	1846.82	1929.93	
DLY	140.70	145.09	149.47	153.86	158.25	162.63	167.02	171.41	175.79	180.18	184.69	193.00	
HLX	17.5868	18.1351	18.6835	19.2319	19.7803	20.3286	20.8770	21.4254	21.9738	22.5221	23.0853	24.1241	
09 ANN	37543.00	38769.00	39995.00	41221.00	42447.00	43673.00	44899.00	46125.00	47351.00	48577.00	49791.00	52032.00	1226
BIW	1438.43	1485.41	1532.38	1579.35	1626.33	1673.30	1720.27	1767.25	1814.22	1861.19	1907.71	1993.57	
DLY	143.85	148.55	153.24	157.94	162.64	167.33	172.03	176.73	181.43	186.12	190.78	199.36	
HLX	17.8804	18.5676	19.1548	19.7419	20.3291	20.9163	21.5034	22.0906	22.6778	23.2649	23.8464	24.9196	
10 ANN	38391.00	39720.00	41049.00	42378.00	43707.00	45036.00	46365.00	47694.00	49023.00	50352.00	51681.00	53933.00	1329
BIW	1470.92	1521.84	1572.76	1623.68	1674.60	1725.52	1776.44	1827.36	1878.28	1929.20	1977.44	2066.40	
DLY	147.10	152.19	157.28	162.37	167.46	172.55	177.65	182.74	187.83	192.92	197.75	206.64	
HLX	18.3865	19.0230	19.6595	20.2960	20.9325	21.5690	22.2055	22.8420	23.4785	24.1150	24.7180	25.8300	
11 ANN	39975.00	41352.00	42729.00	44106.00	45483.00	46860.00	48237.00	49614.00	50991.00	52368.00	53777.00	56092.00	1377
BIW	1531.61	1584.37	1637.13	1689.89	1742.65	1795.41	1848.17	1900.92	1953.68	2006.44	2056.60	2149.12	
DLY	153.17	158.44	163.72	168.99	174.27	179.55	184.82	190.10	195.37	200.65	205.66	214.92	
HLX	19.1451	19.8046	20.4641	21.1236	21.7831	22.4426	23.1021	23.7615	24.4210	25.0805	25.7075	26.8640	
12 ANN	41244.00	42671.00	44098.00	45525.00	46952.00	48379.00	49806.00	51233.00	52660.00	54087.00	55439.00	57934.00	1427
BIW	1580.23	1634.91	1689.58	1744.26	1798.93	1853.61	1908.28	1962.96	2017.63	2072.30	2124.10	2219.70	
DLY	158.03	163.50	168.96	174.43	179.90	185.37	190.83	196.30	201.77	207.23	212.41	221.97	
HLX	19.7529	20.4364	21.1198	21.8033	22.4866	23.1701	23.8535	24.5370	25.2204	25.9038	26.5513	27.7463	
13 ANN	42716.00	44498.00	46280.00	48062.00	49844.00	51626.00	53408.00	55190.00	56972.00	58754.00	60223.00	62933.00	1782
BIW	1636.63	1704.91	1773.19	1841.46	1909.74	1978.01	2046.29	2114.56	2182.84	2251.12	2307.40	2411.23	
DLY	163.67	170.50	177.32	184.15	190.98	197.81	204.63	211.46	218.29	225.12	230.74	241.13	
HLX	20.4579	21.3114	22.1649	23.0183	23.8718	24.7251	25.5786	26.4320	27.2855	28.1390	28.8425	30.1404	
14 ANN	44651.00	46510.00	48369.00	50228.00	52087.00	53946.00	55805.00	57664.00	59523.00	61382.00	62917.00	65748.00	1859
BIW	1710.77	1782.00	1853.22	1924.45	1995.68	2066.90	2138.13	2209.35	2280.58	2351.81	2410.62	2519.09	
DLY	171.08	178.20	185.33	192.45	199.57	206.69	213.82	220.94	228.06	235.19	241.07	251.91	
HLX	21.3846	22.2750	23.1653	24.0556	24.9460	25.8363	26.7266	27.6169	28.5073	29.3976	30.1328	31.4886	

Includes 2.50% Increase

Includes 2.50% Increase

GRP	STEP 97	STEP 98	STEP 99	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	AI
15 ANN	46740.00	48660.00	50580.00	52500.00	54420.00	56340.00	58260.00	60180.00	62100.00	64020.00	65940.00	67860.00	69780.00
BIW	1790.81	1864.37	1937.94	2011.50	2085.06	2158.63	2232.19	2305.75	2379.32	2452.88	2526.44	2600.00	2673.56
DLY	179.09	186.44	193.80	201.15	208.51	215.87	223.22	230.58	237.94	245.29	252.64	260.00	267.36
HLX	22.3851	23.3046	24.2243	25.1438	26.0633	26.9829	27.9024	28.8219	29.7415	30.6610	31.5806	32.5001	33.4196
16 ANN	49051.00	51044.00	53037.00	55030.00	57023.00	59016.00	61009.00	63002.00	64995.00	66988.00	68981.00	70974.00	72967.00
BIW	1879.35	1955.71	2032.07	2108.43	2184.79	2261.15	2337.51	2413.87	2490.23	2566.60	2642.96	2719.32	2795.68
DLY	187.94	195.58	203.21	210.85	218.48	226.12	233.76	241.39	249.03	256.66	264.30	271.94	279.58
HLX	23.4919	24.4464	25.4009	26.3554	27.3099	28.2644	29.2189	30.1734	31.1279	32.0825	33.0370	33.9915	34.9460
17 ANN	51632.00	53675.00	55718.00	57761.00	59804.00	61847.00	63890.00	65933.00	67976.00	70019.00	72062.00	74105.00	76148.00
BIW	1978.24	2056.52	2134.79	2213.07	2291.35	2369.62	2447.90	2526.17	2604.45	2682.73	2761.01	2839.28	2917.56
DLY	197.83	205.66	213.48	221.31	229.14	236.97	244.79	252.62	260.45	268.28	276.11	283.94	291.77
HLX	24.7280	25.7065	26.6849	27.6634	28.6419	29.6203	30.5988	31.5771	32.5556	33.5341	34.5126	35.4911	36.4696
18 ANN	54369.00	56467.00	58565.00	60663.00	62761.00	64859.00	66957.00	69055.00	71153.00	73251.00	75349.00	77447.00	79545.00
BIW	2083.11	2163.49	2243.87	2324.26	2404.64	2485.02	2565.41	2645.79	2726.17	2806.56	2886.94	2967.32	3047.71
DLY	208.32	216.35	224.39	232.43	240.47	248.51	256.55	264.58	272.62	280.66	288.70	296.74	304.78
HLX	26.0389	27.0436	28.0484	29.0533	30.0580	31.0628	32.0676	33.0724	34.0771	35.0820	36.0868	37.0916	38.0964
19 ANN	57193.00	59348.00	61503.00	63658.00	65813.00	67968.00	70123.00	72278.00	74433.00	76588.00	78743.00	80898.00	83053.00
BIW	2191.31	2273.87	2356.44	2439.01	2521.58	2604.14	2686.71	2769.28	2851.84	2934.41	3016.98	3100.00	3183.02
DLY	219.14	227.39	235.65	243.91	252.16	260.42	268.68	276.93	285.19	293.45	301.71	310.00	318.30
HLX	27.3914	28.4234	29.4555	30.4876	31.5198	32.5518	33.5839	34.6160	35.6480	36.6801	37.7122	38.7443	39.7764
20 ANN	60255.00	62468.00	64681.00	66894.00	69107.00	71320.00	73533.00	75746.00	77959.00	80172.00	82385.00	84598.00	86811.00
BIW	2308.63	2393.41	2478.20	2562.99	2647.78	2732.57	2817.36	2902.15	2986.94	3071.73	3156.52	3241.31	3326.10
DLY	230.87	239.35	247.82	256.30	264.78	273.26	281.74	290.22	298.70	307.18	315.66	324.14	332.62
HLX	28.8579	29.9176	30.9775	32.0374	33.0973	34.1571	35.2170	36.2769	37.3368	38.3966	39.4565	40.5164	41.5763
21 ANN	63402.00	65669.00	67936.00	70203.00	72470.00	74737.00	77004.00	79271.00	81538.00	83805.00	86072.00	88339.00	90606.00
BIW	2429.20	2516.06	2602.92	2689.78	2776.63	2863.49	2950.35	3037.21	3124.07	3210.92	3297.78	3384.64	3471.50
DLY	242.92	251.61	260.30	269.00	277.70	286.40	295.10	303.80	312.50	321.20	330.00	338.70	347.40
HLX	30.3650	31.4508	32.5366	33.6223	34.7079	35.7936	36.8794	37.9651	39.0509	40.1366	41.2224	42.3081	43.3938
22 ANN	64054.00	66740.00	69426.00	72112.00	74798.00	77484.00	80170.00	82856.00	85542.00	88228.00	90914.00	93600.00	96286.00
BIW	2454.18	2557.09	2660.00	2762.92	2865.83	2968.74	3071.65	3174.56	3277.47	3380.38	3483.29	3586.20	3689.11
DLY	245.42	255.71	266.00	276.30	286.59	296.88	307.17	317.46	327.75	338.04	348.33	358.62	368.91
HLX	30.6773	31.9636	33.2500	34.5365	35.8229	37.1093	38.3956	39.6820	40.9685	42.2549	43.5413	44.8277	46.1141

Bargaining Unit: 52

Includes 2.50% Increase

GRP	STEP 97	STEP 98	STEP 99	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	AI
23 ANN	67118.00	69922.00	72726.00	75530.00	78334.00	81138.00	83942.00	86746.00	89550.00	92354.00	94663.00	96972.00	2804
BIW	2571.58	2679.01	2786.44	2893.87	3001.31	3108.74	3216.17	3323.61	3431.04	3538.47	3645.90	3753.33	
DLY	257.16	267.91	278.65	289.39	300.14	310.88	321.62	332.37	343.11	353.85	364.59	375.33	
HLX	32.1448	33.4876	34.8305	36.1734	37.5164	38.8593	40.2021	41.5451	42.8880	44.2309	45.5738	46.9167	
24 ANN	70321.00	73273.00	76225.00	79177.00	82129.00	85081.00	88033.00	90985.00	93937.00	96889.00	99841.00	102793.00	2952
BIW	2694.30	2807.40	2920.50	3033.61	3146.71	3259.81	3372.92	3486.02	3599.12	3712.23	3825.33	3938.44	
DLY	269.43	280.74	292.05	303.37	314.68	325.99	337.30	348.61	359.92	371.23	382.54	393.85	
HLX	33.6788	35.0925	36.5063	37.9201	39.3339	40.7476	42.1615	43.5753	44.9890	46.4029	47.8167	49.2305	
25 ANN	73771.00	76860.00	79949.00	83038.00	86127.00	89216.00	92305.00	95394.00	98483.00	101572.00	104661.00	107750.00	3089
BIW	2826.48	2944.83	3063.19	3181.54	3299.89	3418.24	3536.60	3654.95	3773.30	3891.65	3988.93	4168.43	
DLY	282.65	294.49	306.32	318.16	329.99	341.83	353.66	365.50	377.33	389.17	398.90	416.85	
HLX	35.3310	36.8104	38.2899	39.7693	41.2488	42.7283	44.2078	45.6873	47.1668	48.6463	49.8616	52.1054	
26 ANN	77405.00	80646.00	83887.00	87128.00	90369.00	93610.00	96851.00	100092.00	103333.00	106574.00	109815.00	113056.00	3241
BIW	2965.71	3089.89	3214.07	3338.24	3462.42	3586.60	3710.77	3834.95	3959.12	4083.30	4185.37	4373.72	
DLY	296.58	308.99	321.41	333.83	346.25	358.66	371.08	383.50	395.92	408.33	418.54	437.38	
HLX	37.0714	38.6236	40.1759	41.7280	43.2803	44.8325	46.3846	47.9369	49.4890	51.0413	52.3171	54.6715	
27 ANN	81238.00	84645.00	88052.00	91459.00	94866.00	98273.00	101680.00	105087.00	108494.00	111901.00	114699.00	118860.00	3407
BIW	3112.57	3243.11	3373.64	3504.18	3634.72	3765.25	3895.79	4026.33	4156.86	4287.40	4394.60	4592.34	
DLY	311.26	324.32	337.37	350.42	363.48	376.53	389.58	402.64	415.69	428.74	439.46	459.24	
HLX	38.9071	40.5389	42.1705	43.8023	45.4340	47.0656	48.6974	50.3291	51.9608	53.5925	54.9325	57.4043	
28 ANN	85758.00	89271.00	92784.00	96297.00	99810.00	103323.00	106836.00	110349.00	113862.00	117375.00	120309.00	125723.00	3513
BIW	3285.75	3420.35	3554.95	3689.55	3824.14	3958.74	4093.34	4227.94	4362.53	4497.13	4609.55	4816.98	
DLY	328.58	342.04	355.50	368.96	382.42	395.88	409.34	422.80	436.26	449.72	460.96	481.70	
HLX	41.0719	42.7544	44.4369	46.1194	47.8018	49.4843	51.1668	52.8493	54.5316	56.2141	57.6194	60.2123	
29 ANN	85665.00	89531.00	93397.00	97263.00	101129.00	104995.00	108861.00	112727.00	116593.00	120459.00	123470.00	129026.00	3866
BIW	3282.19	3430.31	3578.43	3726.56	3874.68	4022.80	4170.92	4319.05	4467.17	4615.29	4730.66	4943.53	
DLY	328.22	343.04	357.85	372.66	387.47	402.28	417.10	431.91	446.72	461.53	473.07	494.36	
HLX	41.0274	42.8789	44.7304	46.5820	48.4335	50.2850	52.1365	53.9881	55.8396	57.6911	59.1333	61.7941	
30 ANN	89411.00	93386.00	97361.00	101336.00	105311.00	109286.00	113261.00	117236.00	121211.00	125186.00	128316.00	134090.00	3975
BIW	3425.71	3578.01	3730.31	3882.61	4034.91	4187.21	4339.51	4491.81	4644.11	4796.40	4916.33	5137.55	
DLY	342.58	357.81	373.04	388.27	403.50	418.73	433.96	449.19	464.41	479.64	491.64	513.76	
HLX	42.8214	44.7251	46.6289	48.5326	50.4364	52.3401	54.2439	56.1476	58.0513	59.9550	61.4541	64.2194	

NP403E

STATE OF CONNECTICUT
JUDICIAL ADMINISTRATIVE SERVICES
PAYROLL MANAGEMENT SYSTEM

PAGE: 4
RUN DATE: 03/01/2022

Bargaining Unit: 52

JUDICIAL PROFESSIONAL-B (AFT)
40.00 HOUR WEEK
EFFECTIVE JULY 01, 2022

Includes 2.50% Increase

GRP	STEP 97	STEP 98	STEP 99	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	AI
31 ANN	93337.00	97426.00	101515.00	105604.00	109693.00	113782.00	117871.00	121960.00	126049.00	130138.00	133391.00	138394.00	4089
BIW	3576.14	3732.80	3889.47	4046.14	4202.80	4359.47	4516.14	4672.80	4829.47	4986.14	5110.77	5340.77	
DLY	357.62	373.28	388.95	404.62	420.28	435.95	451.62	467.28	482.95	498.62	511.08	534.08	
HLY	44.7018	46.6600	48.6184	50.5768	52.5350	54.4934	56.4518	58.4100	60.3684	62.3268	63.8846	66.7596	
32 ANN	97401.00	101606.00	105811.00	110016.00	114221.00	118426.00	122631.00	126836.00	131041.00	135246.00	138627.00	144865.00	4205
BIW	3731.84	3892.96	4054.07	4215.18	4376.29	4537.40	4698.51	4859.62	5020.73	5181.84	5311.38	5550.39	
DLY	373.19	389.30	405.41	421.52	437.63	453.74	469.86	485.97	502.08	518.19	531.14	555.04	
HLY	46.6480	48.6620	50.6759	52.6898	54.7036	56.7175	58.7314	60.7453	62.7591	64.7730	66.7392	69.3799	
33 ANN	101675.00	105994.00	110313.00	114632.00	118951.00	123270.00	127589.00	131908.00	136227.00	140546.00	144060.00	150543.00	4319
BIW	3895.60	4061.08	4226.56	4392.04	4557.51	4722.99	4888.47	5053.95	5219.43	5384.91	5519.55	5767.94	
DLY	389.56	406.11	422.66	439.21	455.76	472.30	488.85	505.40	521.95	538.50	551.96	576.80	
HLY	48.6950	50.7635	52.8320	54.9005	56.9689	59.0374	61.1059	63.1744	65.2429	67.3114	68.9944	72.0993	
34 ANN	106238.00	110671.00	115104.00	119537.00	123970.00	128403.00	132836.00	137269.00	141702.00	146135.00	149788.00	156528.00	4433
BIW	4070.43	4240.27	4410.12	4579.97	4749.81	4919.66	5089.51	5259.35	5429.20	5599.05	5739.01	5997.25	
DLY	407.05	424.03	441.02	458.00	474.99	491.97	508.96	525.94	542.92	559.91	573.91	599.73	
HLY	50.8804	53.0034	55.1265	57.2496	59.3726	61.4958	63.6189	65.7419	67.8650	69.9881	71.7376	74.9656	

APPENDIX K

**Salary Schedule Effective July 1, 2023
Includes 2.50% Increase**

STATE OF CONNECTICUT
JUDICIAL ADMINISTRATIVE SERVICES
PAYROLL MANAGEMENT SYSTEM

Bargaining Unit: 42

JUDICIAL PROFESSIONAL EMPLOYEES
40.00 HOUR WEEK
EFFECTIVE JUNE 30, 2023

GRP	PER	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	Includes 2.50% Increase
07	ANN	37,652.00	38,525.00	39,398.00	40,271.00	41,144.00	42,017.00	42,890.00	43,763.00	873
	BIW	1,442.61	1,476.06	1,509.51	1,542.96	1,576.40	1,609.85	1,643.30	1,676.75	
	DLY	144.27	147.61	150.96	154.30	157.64	160.99	164.33	167.68	
	HLY	18,0326	18,4508	18,8689	19,2870	19,7050	20,1231	20,5413	20,9594	
08	ANN	40,069.00	41,211.00	42,353.00	43,495.00	44,637.00	45,779.00	46,921.00	48,063.00	1,142
	BIW	1,535.22	1,578.97	1,622.73	1,666.48	1,710.23	1,753.99	1,797.74	1,841.50	
	DLY	153.53	157.90	162.28	166.65	171.03	175.40	179.78	184.15	
	HLY	19,1903	19,7371	20,2841	20,8310	21,3779	21,9249	22,4718	23,0188	
09	ANN	41,136.00	42,358.00	43,580.00	44,802.00	46,024.00	47,246.00	48,468.00	49,690.00	1,222
	BIW	1,576.10	1,622.92	1,669.74	1,716.56	1,763.38	1,810.20	1,857.02	1,903.84	
	DLY	157.61	162.30	166.98	171.66	176.34	181.02	185.71	190.39	
	HLY	19,7013	20,2865	20,8718	21,4570	22,0423	22,6275	23,2128	23,7980	
10	ANN	42,287.00	43,610.00	44,933.00	46,256.00	47,579.00	48,902.00	50,225.00	51,548.00	1,323
	BIW	1,620.20	1,670.89	1,721.58	1,772.27	1,822.96	1,873.64	1,924.33	1,975.02	
	DLY	162.02	167.09	172.16	177.23	182.30	187.37	192.44	197.51	
	HLY	20,2525	20,8861	21,5198	22,1534	22,7870	23,4205	24,0541	24,6878	
11	ANN	44,015.00	45,384.00	46,753.00	48,122.00	49,491.00	50,860.00	52,229.00	53,598.00	1,369
	BIW	1,686.40	1,738.86	1,791.31	1,843.76	1,896.21	1,948.66	2,001.12	2,053.57	
	DLY	168.64	173.89	179.14	184.38	189.63	194.87	200.12	205.36	
	HLY	21,0800	21,7358	22,3914	23,0470	23,7026	24,3583	25,0140	25,6696	
12	ANN	45,426.00	46,849.00	48,272.00	49,695.00	51,118.00	52,541.00	53,964.00	55,387.00	1,423
	BIW	1,740.46	1,794.99	1,849.51	1,904.03	1,958.55	2,013.07	2,067.59	2,122.11	
	DLY	174.05	179.50	184.96	190.41	195.86	201.31	206.76	212.22	
	HLY	21,7558	22,4374	23,1189	23,8004	24,4819	25,1634	25,8449	26,5264	
13	ANN	47,964.00	49,740.00	51,516.00	53,292.00	55,068.00	56,844.00	58,620.00	60,396.00	1,776
	BIW	1,837.71	1,905.75	1,973.80	2,041.84	2,109.89	2,177.94	2,245.98	2,314.03	
	DLY	183.78	190.58	197.38	204.19	210.99	217.80	224.60	231.41	
	HLY	22,9714	23,8219	24,6725	25,5230	26,3736	27,2243	28,0748	28,9254	
14	ANN	50,120.00	51,972.00	53,824.00	55,676.00	57,528.00	59,380.00	61,232.00	63,084.00	1,852
	BIW	1,920.31	1,991.27	2,062.23	2,133.19	2,204.14	2,275.10	2,346.06	2,417.02	
	DLY	192.04	198.13	204.23	210.32	216.42	222.51	228.61	234.71	
	HLY	24,0039	24,8909	25,7779	26,6649	27,5518	28,4388	29,3258	30,2128	

STATE OF CONNECTICUT
 JUDICIAL ADMINISTRATIVE SERVICES
 PAYROLL MANAGEMENT SYSTEM

Bargaining Unit: 42

JUDICIAL PROFESSIONAL EMPLOYEES
 40.00 HOUR WEEK
 EFFECTIVE JUNE 30, 2023

GRP	PER	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	Increase
15	ANN	52,388.00	54,300.00	56,212.00	58,124.00	60,036.00	61,948.00	63,860.00	65,772.00	1,912
	BIW	2,007.21	2,080.46	2,153.72	2,226.98	2,300.23	2,373.49	2,446.75	2,520.00	
	DLY	200.73	208.05	215.38	222.70	230.03	237.35	244.68	252.00	
	HLY	25.0901	26.0058	26.9215	27.8373	28.7529	29.6686	30.5844	31.5000	
16	ANN	54,918.00	56,910.00	58,902.00	60,894.00	62,886.00	64,878.00	66,870.00	68,862.00	1,992
	BIW	2,104.14	2,180.46	2,256.79	2,333.11	2,409.43	2,485.75	2,562.07	2,638.40	
	DLY	210.42	218.05	225.68	233.32	240.95	248.58	256.21	263.84	
	HLY	26.3018	27.2558	28.2099	29.1639	30.1179	31.0719	32.0259	32.9800	
17	ANN	57,636.00	59,674.00	61,712.00	63,750.00	65,788.00	67,826.00	69,864.00	71,902.00	2,038
	BIW	2,208.28	2,286.37	2,364.45	2,442.53	2,520.62	2,598.70	2,676.79	2,754.87	
	DLY	220.83	228.64	236.45	244.26	252.07	259.87	267.68	275.49	
	HLY	27.6035	28.5796	29.5556	30.5316	31.5078	32.4838	33.4599	34.4359	
18	ANN	60,537.00	62,630.00	64,723.00	66,816.00	68,909.00	71,002.00	73,095.00	75,188.00	2,093
	BIW	2,319.43	2,399.62	2,479.81	2,560.00	2,640.20	2,720.39	2,800.58	2,880.77	
	DLY	231.95	239.97	247.99	256.00	264.02	272.04	280.06	288.08	
	HLY	28.9929	30.9976	32.0000	33.0025	34.0049	35.0073	36.0096	37.0119	
19	ANN	63,527.00	65,676.00	67,825.00	69,974.00	72,123.00	74,272.00	76,421.00	78,570.00	2,149
	BIW	2,433.99	2,516.33	2,598.66	2,681.00	2,763.34	2,845.68	2,928.01	3,010.35	
	DLY	243.40	251.64	259.87	268.10	276.34	284.57	292.81	301.04	
	HLY	30.4249	31.4541	32.4833	33.5125	34.5418	35.5710	36.6001	37.6294	
20	ANN	66,757.00	68,964.00	71,171.00	73,378.00	75,585.00	77,792.00	79,999.00	82,206.00	2,207
	BIW	2,557.74	2,642.30	2,726.86	2,811.42	2,895.98	2,980.54	3,065.10	3,149.66	
	DLY	255.78	264.23	272.69	281.15	289.60	298.06	306.51	314.97	
	HLY	31.9718	33.0288	34.0858	35.1428	36.1998	37.2568	38.3138	39.3708	
21	ANN	70,058.00	72,320.00	74,582.00	76,844.00	79,106.00	81,368.00	83,630.00	85,892.00	2,262
	BIW	2,684.22	2,770.89	2,857.55	2,944.22	3,030.89	3,117.55	3,204.22	3,290.89	
	DLY	268.43	277.09	285.76	294.43	303.09	311.76	320.43	329.09	
	HLY	33.5528	34.6361	35.7194	36.8028	37.8861	38.9694	40.0528	41.1361	
22	ANN	71,967.00	74,644.00	77,321.00	79,998.00	82,675.00	85,352.00	88,029.00	90,706.00	2,677
	BIW	2,757.36	2,859.93	2,962.50	3,065.06	3,167.63	3,270.20	3,372.76	3,475.33	
	DLY	275.74	286.00	296.25	306.51	316.77	327.02	337.28	347.54	
	HLY	34.4670	35.7491	37.0313	38.3133	39.5954	40.8775	42.1595	43.4416	

GRP	PER	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	Includes	2.50% Increase
23	ANN	75,372.00	78,172.00	80,972.00	83,772.00	86,572.00	89,372.00	92,172.00	94,972.00	94,972.00	2,800
	BIW	2,887.82	2,995.10	3,102.38	3,209.66	3,316.94	3,424.22	3,531.50	3,638.78		
	DLY	288.79	299.51	310.24	320.97	331.70	342.43	353.15	363.88		
	HLY	36.0978	37.4388	38.7798	40.1208	41.4618	42.8028	44.1438	45.4848		
24	ANN	79,012.00	81,956.00	84,900.00	87,844.00	90,788.00	93,732.00	96,676.00	99,620.00	99,620.00	2,944
	BIW	3,027.28	3,140.08	3,252.88	3,365.68	3,478.47	3,591.27	3,704.07	3,816.86		
	DLY	302.73	314.01	325.29	336.57	347.85	359.13	370.41	381.69		
	HLY	37.8410	39.2510	40.6610	42.0710	43.4809	44.8909	46.3009	47.7108		
25	ANN	82,869.00	85,959.00	89,049.00	92,139.00	95,229.00	98,319.00	101,409.00	104,499.00	104,499.00	3,090
	BIW	3,175.06	3,293.45	3,411.84	3,530.23	3,648.63	3,767.02	3,885.41	4,003.80		
	DLY	317.51	329.35	341.19	353.03	364.87	376.71	388.55	400.38		
	HLY	39.6883	41.1681	42.6480	44.1279	45.6079	47.0878	48.5676	50.0475		
26	ANN	86,941.00	90,176.00	93,411.00	96,646.00	99,881.00	103,116.00	106,351.00	109,586.00	109,586.00	3,235
	BIW	3,331.08	3,455.02	3,578.97	3,702.92	3,826.86	3,950.81	4,074.76	4,198.70		
	DLY	333.11	345.51	357.90	370.30	382.69	395.09	407.48	419.87		
	HLY	41.6385	43.1878	44.7371	46.2865	47.8358	49.3851	50.9345	52.4838		
27	ANN	91,265.00	94,655.00	98,045.00	101,435.00	104,825.00	108,215.00	111,605.00	114,995.00	114,995.00	3,390
	BIW	3,496.75	3,626.63	3,756.52	3,886.40	4,016.29	4,146.17	4,276.06	4,405.94		
	DLY	349.68	362.67	375.66	388.64	401.63	414.62	427.61	440.60		
	HLY	43.7094	45.3329	46.9565	48.5800	50.2036	51.8271	53.4508	55.0743		
28	ANN	96,092.00	99,597.00	103,102.00	106,607.00	110,112.00	113,617.00	117,122.00	120,627.00	120,627.00	3,505
	BIW	3,681.69	3,815.98	3,950.27	4,084.56	4,218.86	4,353.15	4,487.44	4,621.73		
	DLY	368.17	381.60	395.03	408.46	421.89	435.32	448.75	462.18		
	HLY	46.0211	47.6998	49.3784	51.0570	52.7358	54.4144	56.0930	57.7716		
29	ANN	97,059.00	100,918.00	104,777.00	108,636.00	112,495.00	116,354.00	120,213.00	124,072.00	124,072.00	3,859
	BIW	3,718.74	3,866.60	4,014.45	4,162.30	4,310.16	4,458.01	4,605.87	4,753.72		
	DLY	371.88	386.66	401.45	416.23	431.02	445.81	460.59	475.38		
	HLY	46.4843	48.3325	50.1806	52.0288	53.8770	55.7251	57.5734	59.4215		
30	ANN	101,122.00	105,089.00	109,056.00	113,023.00	116,990.00	120,957.00	124,924.00	128,891.00	128,891.00	3,967
	BIW	3,874.41	4,026.40	4,178.40	4,330.39	4,482.38	4,634.37	4,786.37	4,938.36		
	DLY	387.45	402.64	417.84	433.04	448.24	463.44	478.64	493.84		
	HLY	48.4301	50.3300	52.2300	54.1299	56.0298	57.9296	59.8296	61.7295		

Bargaining Unit: 42 JUDICIAL PROFESSIONAL EMPLOYEES
 40.00 HOUR WEEK
 EFFECTIVE JUNE 30, 2023

GRP	PER	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	Includes	2.50% Increase
31	ANN	105,384.00	109,464.00	113,544.00	117,624.00	121,704.00	125,784.00	129,864.00	133,944.00	AI	4,080
	BIW	4,037.71	4,194.03	4,350.35	4,506.67	4,662.99	4,819.32	4,975.64	5,131.96		
	DLY	403.78	419.41	435.04	450.67	466.30	481.94	497.57	513.20		
	HLY	50,471.4	52,425.4	54,379.4	56,333.4	58,287.4	60,241.5	62,195.5	64,149.5		

STATE OF CONNECTICUT
JUDICIAL ADMINISTRATIVE SERVICES
PAYROLL MANAGEMENT SYSTEM

Bargaining Unit: 52

JUDICIAL PROFESSIONAL-B (AFT)
40.00 HOUR WEEK
EFFECTIVE JUNE 30, 2023

Includes 2.50% Increase

GRP	STEP 97	STEP 98	STEP 99	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	AI
07 ANN	35935.00	36890.00	37785.00	38680.00	39575.00	40470.00	41365.00	42260.00	43155.00	44050.00	45151.00	47183.00	895
BIW	1379.12	1413.41	1447.71	1482.00	1516.29	1550.58	1584.87	1619.16	1653.45	1687.74	1729.93	1807.78	
DLY	137.92	141.35	144.78	148.20	151.63	155.06	158.49	161.92	165.35	168.78	173.00	180.78	
HLY	17.2390	17.6676	18.0964	18.5250	18.9536	19.3823	19.8109	20.2395	20.6681	21.0968	21.6241	22.5973	
08 ANN	37638.00	38812.00	39986.00	41160.00	42334.00	43508.00	44682.00	45856.00	47030.00	48204.00	49409.00	51632.00	1174
BIW	1442.07	1487.05	1532.04	1577.02	1622.00	1666.98	1711.96	1756.94	1801.92	1846.90	1893.07	1978.24	
DLY	144.21	148.71	153.21	157.71	162.20	166.70	171.20	175.70	180.20	184.69	189.31	197.83	
HLY	18.0259	18.5881	19.1505	19.7128	20.2750	20.8373	21.3995	21.9618	22.5240	23.0863	23.6634	24.7280	
09 ANN	38481.00	39738.00	40995.00	42252.00	43509.00	44766.00	46023.00	47280.00	48537.00	49794.00	51039.00	53336.00	1257
BIW	1474.37	1522.53	1570.69	1618.86	1667.02	1715.18	1763.34	1811.50	1859.66	1907.82	1955.98	2043.53	
DLY	147.44	152.26	157.07	161.89	166.71	171.52	176.34	181.15	185.97	190.79	195.56	204.36	
HLY	18.4296	19.0316	19.6336	20.2358	20.8378	21.4398	22.0418	22.6438	23.2458	23.8478	24.4440	25.5441	
10 ANN	39349.00	40712.00	42075.00	43438.00	44801.00	46164.00	47527.00	48890.00	50253.00	51616.00	52906.00	55287.00	1363
BIW	1507.63	1559.85	1612.07	1664.30	1716.52	1768.74	1820.96	1873.19	1925.41	1977.63	2027.05	2118.28	
DLY	150.77	155.99	161.21	166.43	171.66	176.88	182.10	187.32	192.55	197.77	202.71	211.83	
HLY	18.8454	19.4981	20.1509	20.8038	21.4565	22.1093	22.7620	23.4149	24.0676	24.7204	25.3381	26.4785	
11 ANN	40973.00	42385.00	43797.00	45209.00	46621.00	48033.00	49445.00	50857.00	52269.00	53681.00	55023.00	57499.00	1412
BIW	1569.85	1623.95	1678.05	1732.15	1786.25	1840.35	1894.45	1948.55	2002.65	2056.75	2108.17	2203.03	
DLY	156.99	162.40	167.81	173.22	178.63	184.04	189.45	194.86	200.27	205.68	210.82	220.31	
HLY	19.6231	20.2994	20.9756	21.6519	22.3281	23.0044	23.6806	24.3569	25.0331	25.7094	26.3521	27.5379	
12 ANN	42275.00	43738.00	45201.00	46664.00	48127.00	49590.00	51053.00	52516.00	53979.00	55442.00	56828.00	59385.00	1463
BIW	1619.74	1675.79	1731.84	1787.90	1843.95	1900.00	1956.06	2012.11	2068.17	2124.22	2177.32	2275.29	
DLY	161.98	167.58	173.19	178.79	184.40	190.00	195.61	201.22	206.82	212.43	217.74	227.53	
HLY	20.2468	20.9474	21.6480	22.3488	23.0494	23.7500	24.4508	25.1514	25.8521	26.5528	27.2165	28.4411	
13 ANN	43783.00	45610.00	47437.00	49264.00	51091.00	52918.00	54745.00	56572.00	58399.00	60226.00	61732.00	64510.00	1827
BIW	1677.51	1747.51	1817.51	1887.51	1957.51	2027.51	2097.51	2167.51	2237.51	2307.51	2365.22	2471.65	
DLY	167.76	174.76	181.76	188.76	195.76	202.76	209.76	216.76	223.76	230.76	236.53	247.17	
HLY	20.9689	21.8439	22.7189	23.5939	24.4689	25.3439	26.2189	27.0939	27.9689	28.8439	29.5653	30.8956	
14 ANN	45766.00	47672.00	49578.00	51484.00	53390.00	55296.00	57202.00	59108.00	61014.00	62920.00	64493.00	67395.00	1906
BIW	1753.49	1828.52	1899.55	1972.57	2045.60	2118.63	2191.65	2264.68	2337.71	2410.73	2471.00	2582.19	
DLY	175.35	182.86	189.96	197.26	204.56	211.87	219.17	226.47	233.78	241.08	247.10	258.22	
HLY	21.9186	22.8315	23.7444	24.6571	25.5700	26.4829	27.3956	28.3085	29.2214	30.1341	30.8875	32.2774	

Includes 2.50% Increase

GRP	STEP 97	STEP 98	STEP 99	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	AI
15 ANN	47909.00	49877.00	51845.00	53813.00	55781.00	57749.00	59717.00	61685.00	63653.00	65621.00	67589.00	69557.00	1968
BIW	1835.60	1911.00	1986.40	2061.81	2137.21	2212.61	2288.01	2363.41	2438.82	2514.22	2577.09	2693.07	
DLY	183.56	191.10	198.64	206.19	213.73	221.27	228.81	236.35	243.89	251.43	257.71	269.31	
HLY	22.9450	23.8875	24.8300	25.7726	26.7151	27.6576	28.6001	29.5426	30.4853	31.4278	32.2136	33.6634	
16 ANN	50277.00	52320.00	54363.00	56406.00	58449.00	60492.00	62535.00	64578.00	66621.00	68664.00	70381.00	73548.00	2043
BIW	1926.33	2004.60	2082.88	2161.15	2239.43	2317.71	2395.98	2474.26	2552.53	2630.81	2696.60	2817.94	
DLY	192.64	200.46	208.29	216.12	223.95	231.78	239.60	247.43	255.26	263.09	269.66	281.80	
HLY	24.0791	25.0575	26.0360	27.0144	27.9929	28.9714	29.9498	30.9283	31.9066	32.8851	33.7075	35.2243	
17 ANN	52921.00	55016.00	57111.00	59206.00	61301.00	63396.00	65491.00	67586.00	69681.00	71776.00	73570.00	76881.00	2095
BIW	2027.63	2107.90	2188.17	2268.43	2348.70	2428.97	2509.24	2589.51	2669.78	2750.04	2818.78	2945.64	
DLY	202.77	210.79	218.82	226.85	234.87	242.90	250.93	258.96	266.98	275.01	281.88	294.57	
HLY	25.3454	26.3488	27.3521	28.3554	29.3588	30.3621	31.3655	32.3689	33.3723	34.3755	35.2348	36.8205	
18 ANN	55727.00	57878.00	60029.00	62180.00	64331.00	66482.00	68633.00	70784.00	72935.00	75086.00	76963.00	80425.00	2151
BIW	2135.14	2217.55	2299.97	2382.38	2464.79	2547.21	2629.62	2712.04	2794.45	2876.86	2948.78	3081.46	
DLY	213.52	221.76	230.00	238.24	246.48	254.73	262.97	271.21	279.45	287.69	294.88	308.15	
HLY	26.6893	27.7194	28.7496	29.7798	30.8099	31.8401	32.8703	33.9005	34.9306	35.9608	36.8598	38.5183	
19 ANN	58623.00	60832.00	63041.00	65250.00	67459.00	69668.00	71877.00	74086.00	76295.00	78504.00	80467.00	84088.00	2209
BIW	2246.10	2330.73	2415.37	2500.00	2584.64	2669.28	2753.91	2838.55	2923.19	3007.82	3083.03	3221.77	
DLY	224.61	233.08	241.54	250.00	258.47	266.93	275.40	283.86	292.32	300.79	308.31	322.18	
HLY	28.0763	29.1341	30.1921	31.2500	32.3080	33.3660	34.4239	35.4819	36.5399	37.5978	38.5379	40.2721	
20 ANN	61760.00	64029.00	66298.00	68567.00	70836.00	73105.00	75374.00	77643.00	79912.00	82181.00	84236.00	88027.00	2269
BIW	2366.29	2453.22	2540.16	2627.09	2714.03	2800.96	2887.90	2974.83	3061.77	3148.70	3227.44	3372.69	
DLY	236.63	245.33	254.02	262.71	271.41	280.10	288.79	297.49	306.18	314.87	322.75	337.27	
HLY	29.5786	30.6653	31.7520	32.8386	33.9254	35.0120	36.0988	37.1854	38.2721	39.3588	40.3430	42.1586	
21 ANN	64987.00	67311.00	69635.00	71959.00	74283.00	76607.00	78931.00	81255.00	83579.00	85903.00	88051.00	92013.00	2324
BIW	2489.93	2578.37	2668.01	2757.05	2846.18	2935.31	3024.45	3113.58	3202.72	3291.86	3373.61	3525.41	
DLY	249.00	257.90	266.81	275.71	284.61	293.52	302.42	311.33	320.23	329.14	337.37	352.55	
HLY	31.1241	32.2371	33.3501	34.4631	35.5763	36.6893	37.8023	38.9153	40.0284	41.1414	42.1701	44.0676	
22 ANN	65653.00	68407.00	71161.00	73915.00	76669.00	79423.00	82177.00	84931.00	87685.00	90439.00	92700.00	96872.00	2754
BIW	2515.45	2620.96	2726.48	2832.00	2937.51	3043.03	3148.55	3254.07	3359.58	3465.10	3551.73	3711.58	
DLY	251.55	262.10	272.65	283.20	293.76	304.31	314.86	325.41	335.96	346.51	355.18	371.16	
HLY	31.4431	32.7620	34.0810	35.4000	36.7189	38.0379	39.3569	40.6759	41.9948	43.3138	44.3966	46.3948	

GRP	STEP 97	STEP 98	STEP 99	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	AI
23 ANN	68794.00	71669.00	74544.00	77419.00	80294.00	83169.00	86044.00	88919.00	91794.00	94669.00	97544.00	100419.00	2875
BIW	2635.79	2745.94	2856.10	2966.25	3076.40	3186.56	3296.71	3406.86	3517.02	3627.17	3737.32	3847.47	3885.18
DLY	263.58	274.60	285.61	296.63	307.64	318.66	329.68	340.69	351.71	362.72	373.73	384.75	388.52
HLX	32.9474	34.3243	35.7013	37.0781	38.4550	39.8320	41.2089	42.5858	43.9628	45.3396	46.7165	48.0934	48.5648
24 ANN	72079.00	75105.00	78131.00	81157.00	84183.00	87209.00	90235.00	93261.00	96287.00	99313.00	101796.00	106377.00	3026
BIW	2761.65	2877.59	2993.53	3109.47	3225.41	3341.35	3457.28	3573.22	3689.16	3805.10	3921.04	4036.98	4075.75
DLY	276.17	287.76	299.36	310.95	322.55	334.14	345.73	357.33	368.92	380.51	392.10	403.69	407.57
HLX	34.5206	35.9699	37.4191	38.8684	40.3176	41.7669	43.2160	44.6653	46.1145	47.5638	49.0130	50.4622	50.9469
25 ANN	75613.00	78780.00	81947.00	85114.00	88281.00	91448.00	94615.00	97782.00	100949.00	104116.00	106719.00	111521.00	3167
BIW	2897.05	3018.40	3139.74	3261.08	3382.42	3503.76	3625.10	3746.44	3867.78	3989.12	4088.86	4272.84	4272.84
DLY	289.71	301.84	313.98	326.11	338.25	350.38	362.51	374.65	386.78	398.92	408.89	427.29	427.29
HLX	36.2131	37.7300	39.2468	40.7635	42.2803	43.7970	45.3138	46.8305	48.3473	49.8640	51.1108	53.4105	53.4105
26 ANN	79338.00	82661.00	85984.00	89307.00	92630.00	95953.00	99276.00	102599.00	105922.00	109245.00	111976.00	117015.00	3323
BIW	3039.78	3167.09	3294.41	3421.73	3549.05	3676.37	3803.68	3931.00	4058.32	4185.64	4290.27	4483.34	4483.34
DLY	303.98	316.71	329.45	342.18	354.91	367.64	380.37	393.10	405.84	418.57	429.03	448.34	448.34
HLX	37.9973	39.5886	41.1801	42.7716	44.3631	45.9546	47.5460	49.1375	50.7290	52.3205	53.6284	56.0418	56.0418
27 ANN	83267.00	86760.00	90253.00	93746.00	97239.00	100732.00	104225.00	107718.00	111211.00	114704.00	117572.00	122863.00	3493
BIW	3190.31	3324.14	3457.97	3591.81	3725.64	3859.47	3993.30	4127.13	4260.96	4394.79	4504.68	4707.40	4707.40
DLY	319.04	332.42	345.80	359.19	372.57	385.95	399.33	412.72	426.10	439.48	450.47	470.74	470.74
HLX	39.8789	41.5518	43.2246	44.8976	46.5705	48.2434	49.9163	51.5891	53.2620	54.9349	56.3085	58.8425	58.8425
28 ANN	87902.00	91503.00	95104.00	98705.00	102306.00	105907.00	109508.00	113109.00	116710.00	120311.00	123319.00	128868.00	3601
BIW	3367.90	3505.87	3643.84	3781.81	3919.78	4057.74	4195.71	4333.68	4471.65	4609.62	4724.87	4937.48	4937.48
DLY	336.79	350.59	364.39	378.19	391.98	405.78	419.58	433.37	447.17	460.97	472.49	493.75	493.75
HLX	42.0988	43.8234	45.5480	47.2726	48.9973	50.7218	52.4464	54.1710	55.8956	57.6203	59.0609	61.7185	61.7185
29 ANN	87806.00	91769.00	95732.00	99695.00	103658.00	107621.00	111584.00	115547.00	119510.00	123473.00	126560.00	132255.00	3963
BIW	3364.22	3516.06	3667.90	3819.74	3971.58	4123.41	4275.25	4427.09	4578.93	4730.77	4849.05	5067.25	5067.25
DLY	336.43	351.61	366.79	381.98	397.16	412.35	427.53	442.71	457.90	473.08	484.91	506.73	506.73
HLX	42.0528	43.9508	45.8488	47.7468	49.6448	51.5426	53.4406	55.3386	57.2366	59.1346	60.6131	63.3406	63.3406
30 ANN	91645.00	95720.00	99795.00	103870.00	107945.00	112020.00	116095.00	120170.00	124245.00	128320.00	131528.00	137447.00	4075
BIW	3511.31	3667.44	3823.57	3979.70	4135.83	4291.96	4448.09	4604.22	4760.35	4916.48	5039.39	5266.17	5266.17
DLY	351.14	366.75	382.36	397.97	413.59	429.20	444.81	460.43	476.04	491.65	503.94	526.62	526.62
HLX	43.8914	45.8430	47.7946	49.7463	51.6979	53.6495	55.6011	57.5528	59.5044	61.4560	62.9924	65.8271	65.8271

Includes 2.50% Increase

GRP	STEP 97	STEP 98	STEP 99	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	AI
31 ANN	95669.00	99861.00	104053.00	108245.00	112437.00	116629.00	120821.00	125013.00	129205.00	133397.00	137589.00	141781.00	4192
BIW	3665.48	3826.10	3986.71	4147.32	4307.94	4468.55	4629.16	4789.78	4950.39	5111.00	5271.62	5432.23	
DLY	366.55	382.61	398.66	414.74	430.80	446.86	462.92	478.98	495.04	511.10	527.16	543.22	
HLY	45.8185	47.8263	49.8339	51.8415	53.8493	55.8569	57.8645	59.8723	61.8799	63.8875	65.8951	67.9027	
32 ANN	99834.00	104145.00	108456.00	112767.00	117078.00	121389.00	125700.00	130011.00	134322.00	138633.00	142944.00	147255.00	4311
BIW	3825.06	3990.23	4155.41	4320.58	4485.75	4650.92	4816.10	4981.27	5146.44	5311.61	5476.78	5641.95	
DLY	382.51	399.03	415.55	432.06	448.58	465.10	481.61	498.13	514.65	531.17	547.68	564.20	
HLY	47.8133	49.8779	51.9426	54.0073	56.0719	58.1365	60.2013	62.2659	64.3305	66.3951	68.4597	70.5243	
33 ANN	104217.00	108644.00	113071.00	117498.00	121925.00	126352.00	130779.00	135206.00	139633.00	144060.00	148487.00	152914.00	4427
BIW	3992.99	4162.61	4332.23	4501.84	4671.46	4841.08	5010.69	5180.31	5349.93	5519.55	5689.17	5858.79	
DLY	399.30	416.27	433.23	450.19	467.15	484.11	501.07	518.04	535.00	551.96	568.92	585.88	
HLY	49.9124	52.0326	54.1529	56.2730	58.3933	60.5135	62.6336	64.7539	66.8741	68.9944	71.1147	73.2350	
34 ANN	108894.00	113338.00	117782.00	122226.00	126670.00	131114.00	135558.00	140002.00	144446.00	148890.00	153334.00	157778.00	4544
BIW	4172.19	4346.29	4520.39	4694.49	4868.59	5042.69	5216.79	5390.89	5564.99	5739.09	5913.19	6087.29	
DLY	417.22	434.63	452.04	469.45	486.86	504.27	521.68	539.09	556.50	573.91	591.32	608.73	
HLY	52.1524	54.3286	56.5049	58.6811	60.8574	63.0336	65.2099	67.3861	69.5624	71.7386	73.9149	76.0912	

APPENDIX L
JUDICIAL PROFESSIONAL EMPLOYEES
40.00 HOUR WEEK
EFFECTIVE JULY 1, 2023
Includes 2.50% Increase