



# STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

## Office of Labor Relations

March 9, 2018

General Notice No. 2018-03

**TO: Labor Relations Designees**

**SUBJECT: March 7, 2018 and March 8, 2018 Inclement Weather**

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On Wednesday, March 7, 2018, Governor Dannel P. Malloy announced that nonessential state employees would be released early, commencing at noon. The Governor also directed that all second shift nonessential state employees should not to report to work on March 7, 2018 due to adverse travel conditions related to the snowstorm. On Thursday, March 8, 2018, Governor Malloy announced that all state offices would have a one-hour delayed opening due to inclement weather conditions, and that nonessential first shift employees should report to work one hour from their normal reporting time.

Recently negotiated changes may impact prior practices, contractual and statutory provisions. The following, therefore, applies:

1. Nonessential employees scheduled to work first shift and who left early, commencing at noon, pursuant to the Governor's directive or second shift nonessential state employees who did not report on March 7, 2018 as directed will record their absence with the code, "LWGOV."
2. First shift employees should code their one-hour delay in reporting to work on March 8, 2018 as "LWGOV" time.
3. Essential Employees who reported to work and remained at work as scheduled will be paid in accordance with contractual and statutory provisions.
4. Pursuant to the 2017 SEBAC Agreement, "Where a primarily non-hazardous duty bargaining unit includes both essential and non-essential employees, and the former receive only normal pay for working during his/her normal hours during a situation where the governor orders a closing of some or all of that employee's normal shift, the following shall apply: Notwithstanding any provision providing overtime for working outside normal shift hours, such person shall receive straight time comp time for the hours worked during the employee's normal shift where the state has been ordered closed or the Governor has directed nonessential state employees not to report to work." This provision has been extended to non-bargaining unit personnel.

5. Employees who were not scheduled to work on March 7, 2018 and/or March 8, 2018 are not covered by the Governor's directive if said employees were scheduled to be out of the office the entire week on leave. Employees scheduled for vacation, personal leave or other earned time for the full week, shall have the appropriate leave balance charged and are not eligible for "LWGOV" time.
6. Employees absent on March 7, 2018 and/or March 8, 2018 because of illness or who were scheduled to take vacation or personal leave on that day, but for less than the full week, shall be eligible for "LWGOV" time for the period of absence authorized by the Governor. Employees on a leave of absence without pay (including voluntary leave) or other scheduled day off, such as a pass day or "flex" day, shall not be eligible for "LWGOV" time.
7. Essential first and second shift employees who are covered by collective bargaining agreements that provide for additional compensation when the Governor directs nonessential employees not to report for duty are not covered by the comp time provision of the 2017 SEBAC Agreement. The appropriate rate of compensation is set forth in the applicable labor agreement.

Employee questions about this notice should be addressed to the Agency's Human Resources office. Agency Labor Relations Designees with questions should direct your inquiries to:

[Tammy.Kowalski@ct.gov](mailto:Tammy.Kowalski@ct.gov).



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