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STATE OF CONNECTICUT
OFFICE *of the* STATE COMPTROLLER
165 Capitol Ave.
Hartford, CT 06106

MEMORANDUM NO. 2022-18

June 15, 2022

TO THE HEADS OF ALL STATE AGENCIES

Attention: Chief Administrative and Fiscal Officers

Subject: NP-6 and P-1 Health Care Bargaining Units, District 1199, Contract July 1, 2021, through June 30, 2025.

I. AUTHORITY

The collective bargaining agreement between the State of Connecticut and the New England Healthcare Employees Union, District 1199, SEIU (NP-6/P-1) bargaining unit, for the period July 1, 2021, through June 30, 2025.

II. SICK LEAVE

Employees who work a 40-hour schedule shall accrue sick leave at a rate of 10 hours per month and shall be paid sick leave at the rate of eight (8) hours per day of sick leave use.

III. COMPENSATION

Effective July 1, 2022, all employees of the bargaining unit shall participate in direct deposit of their pay checks.

A. General Wage Increases

Effective and retroactive July 1, 2021, the annual base salary shall be increased by 2.5% for all active employees. 2.5% shall be extended and retroactive to employees who retired or terminated/separated in good standing with 10 years or more of state service on or after 07/01/2021.

Effective 07/01/2022 the annual base salary shall be increased by 2.5% for all active employees.

Effective 07/01/2023 the annual base salary shall be increased by 2.5% for all active employees.

**Wage reopener for FY25 (for effective date July 1, 2024).

Notwithstanding subsection (A) above, new hires in the classifications listed below will be paid at a rate of Step I of one salary grade below the established salary grade for the classification subject to furlough day adjustments. Upon successful completion of the working test period, effective the payroll period following, the Employee will be compensated at Step 1 of the classification.

Employees who have previously completed a working test period in an 1199 covered direct-care position will not be subject to this reduced training rate upon transfer or promotion. Mental Health Trainee, Mental Health Assistant I, Developmental Service Worker 1, Child Services Assistant and Children Services Worker.

B. Annual Increments

Retroactive to July 1, 2021, the annual increment for the 2021-2022 contract years shall be paid for all active employees and shall be extended to employees who retired or terminated/separated in good standing with 10 years or more of state service on or after July 1, 2021. Those employees eligible for a top step payment receive such payments when increments would normally apply. Employees will continue to be eligible for and receive annual increments and top step payments during the terms of this contract.

**Employees who retired after July 1, 2021, will be eligible for retroactive general wages increases and, as applicable, annual increments through their date of retirement.

C. Special Lump Sum Payments

Effective 07/01/2021, full time employees shall receive a two thousand five hundred dollar (\$2,500) special lump sum payment. The special payment shall be pro-rated for part-time unit employees.

The special lump sum payment shall be paid for those who were an active employee, who are in the bargaining unit as of March 31, 2022.

Effective 07/01/2022, full time employees shall receive a one thousand dollars (\$1,000) special lump sum payment. The special payment shall be pro-rated for part-time unit employees.

Effective Date	Period Covered	Check Date	Amount
07/01/2021	05/20/2022 – 06/02/2022	06/17/2022	\$2,500.00
07/01/2022	07/01/2022 – 07/14/2022	07/29/2022	\$1,000.00

D. Longevity

Employees will continue to be eligible for longevity payments for the life of the contract in accordance with existing practice.

No employee hired on or after 07/01/2011 shall be entitled to a longevity payment, however, an individual hired on or after said date who shall have military service which count toward longevity under current rules shall be entitled to longevity if they obtain the requisite service in the future.

IV. TRAINING AND TUITION REIMBURSEMENT

A. Tuition Reimbursement

The state will allocate for tuition reimbursement \$705,000 effective each year for the life of the contract.

Unused funds from one contract year will be carried forward into the following contract year. Unused funds at the expiration of the contract term will lapse. Tuition reimbursement will be equal to seventy-five percent (75%) of the per credit rate for undergraduate and graduate courses

at the University of Connecticut, Storrs. Reimbursement cannot exceed the actual cost of each course. Each employee shall be eligible for tuition reimbursement for a maximum of nine (9) credits or the equivalent per year.

B. Conference and Workshop Funds

The state will allocate for training and professional development reimbursement of \$395,000 effective 07/01/2021 for employees with six (6) months of service.

Funds committed for workshops/conferences in one fiscal year will carry over to the next fiscal year.

Part-time employees under twenty (20) hours who have at least one (1) year of continuous service will be entitled \$175, and employees shall attend such programs on their own time.

C. Quality of Work Life Fund

Effective and retroactive July 1, 2021, there shall be two hundred thousand dollars (\$200,000) allocated for the combined NP-6/P-1 Quality of Work Life Fund. Funds not expended in one contract year will carry over to the next contract year. Funds not expended which expires on June 30, 2025, shall roll into the successor agreement.

V. Recruitment and Retention of Respiratory Therapists and Respiratory Therapy Supervisors Employed at The University of Connecticut Health Center, John Dempsey Hospital

A. Stipend

There shall be an annual stipend of up to \$8,000 for first shift employees and \$15,000 for employees who are assigned and work second and/or third shift provided to employees at John Dempsey Hospital in the classifications of Respiratory Therapist, Lead Respiratory Therapist and Respiratory Therapy Supervisor. This stipend shall be paid biweekly in each pay period where the employee receives a regular paycheck. The maximum annual benefit for a full-time employee is \$8,000 and \$15,000, pro-rated by FTE.

B. Shift Differential

For recruitment and retention purposes it is recognized that Respiratory Therapists and Respiratory Therapy Supervisors require added incentive to accept 2nd and 3rd shift assignment. The 15% of Step 2 differential rate as provided by LPNs and RNs (Article 19, Section 3) shall likewise apply to the Respiratory Therapists and Respiratory Therapy Supervisors employed at John Dempsey Hospital.

VI. Effective May 1, 2022, the Respiratory Therapists, Lead Respiratory Therapists, and Respiratory Therapy Supervisors shall be come compensated as follows:

- The compensation grade for the job classification of Respiratory Therapist, class code 3881, shall be updated to the level of FK20.
- The compensation grade for the job classification of Lead Respiratory Therapist, class code 4445, shall be updated to the level of FK23.
- The compensation grade for the job classification of Supervising Respiratory Therapist, class code 6884, shall be updated to the level of FK25.

- Incumbents employed in the classifications of Respiratory Therapist (3881), Lead Respiratory Therapist (4445) and Supervising Respiratory Therapist (6884) shall have their compensation calculated based on the salary plan noted above.

VII. SCHEDULED PAYMENT DATES

A. General Wage Increases

Effective	Increases	Pay Period	Check Date
07/01/2021	2.5%	05/20/2022 - 06/02/2022	06/17/2022
07/01/2022	2.5%	07/01/2022 - 07/14/2022	07/29/2022
07/01/2023	2.5%	06/30/2023 - 07/13/2023	07/28/2023

B. Annual Increments and Lump Sum Payments for Maximum Step Employees

Effective	Increases	Pay Period	Check Date
01/01/2022	2.5%	05/20/2022 - 06/02/2022	06/17/2022
01/01/2023	2.5%	12/30/2022 - 01/12/2022	01/27/2023
01/01/2024	2.5%	12/29/2023 - 01/11/2024	01/26/2024

C. Uniform Allowance

Effective	Pay Period	Check Date
07/01/2022	05/20/2022 – 06/02/2022	06/17/2022
07/01/2023	12/30/2022 – 01/12/2022	01/27/2023
07/01/2024	12/29/2023 – 01-11-2024	01/26/2024

D. EMT Stipend

Effective	Pay Period	Check Date
07/01/2022	05/20/2022 – 06/02/2022	06/17/2022
07/01/2023	12/30/2022 – 01/12/2022	01/27/2023
07/01/2024	12/29/2023 – 11/11/2024	01/26/2024

E. Bilingual Stipend

Effective	Pay Period	Check Date
07/01/2022	05/20/2022 – 06/02/2022	06/17/2022
10/01/2022	09/09/2022 – 09/22/2022	10/07/2022
01/01/2023	12/16/2022 – 12/29/2022	01/13/2023
04/01/2023	03/10/2023 – 03/23/2023	04/06/2023
07/01/2023	06/30/2023 – 07/13/2023	07/28/2023
10/01/2023	09/08/2023 – 09/21/2023	10/06/2023
01/01/2024	12/15/2023 – 12/28/2023	01/12/2024
04/01/2024	03/08/2024 – 03-21-2024	04/05/2024
07/01/2024	06/14/2024 – 06-27-2024	07/12/2024
10/01/2024	09/06/2024 – 09/19/2024	10/04/2024

VIII. RETROACTIVE PAY**A. ACTIVE EMPLOYEES**

Payments should be identified separately and coded with the applicable code. Such payments are subject to mandatory deductions: federal withholding tax and state income tax annualized, social security tax, retirement contributions and garnishments (if applicable).

Retroactive COLA Increase:

Effective Date	Period Covered	Check Date to Be Paid
07/01/2021	07/01/2021 – 05/19/2022	7/15/2022

****SPLIT PAY PERIOD**

The Retroactive COLA is effective as of July 1, 2021. The effective pay period is June 18, 2021, through July 1, 2021. With an effective check date of July 1, 2021, wages earned on July 1, 2021 (one day) should be paid at the new rate, along with all pay cycles up through the pay period end date of 05/19/2022. June 18, 2021, through June 30, 2021, are not impacted by this retroactive agreement.

Retroactive AI increase:

Effective Date	Period Covered	Check Date to Be Paid
01/01/2022	01/01/2022 – 05/19/2022	7/15/2022

**** The 01/01/2022 Retro Annual Increase is in the pay period that includes January 01, 2022**

The Retroactive AI is effective as of January 01, 2022. The effective pay period is 12/31/2021, through 01/13/2022. The full pay period should be paid at the new rate, along with the pay cycles up through the pay period end date of 05/19/2022.

IX. PAYROLL PROCEDURES**A. Payment Detail of the Retroactive Increases:**

On the Timesheet Page: Amount; Time Reporting Code XRTRA

** Agencies who elect to use the new automated process, the retroactive earnings will load to Additional Pay and not the Timesheet on the Additional Pay Page: Amount; Earnings Code RTR.

B. Special Lump Sum(s) Payment

On the Timesheet Page: Amount; Time Reporting Code XMISP

On the Additional Pay Page: Amount; Earnings Code MPA

Lump sum payments are subject to mandatory deductions, i.e., federal withholding and state income tax annualized, social security tax and retirement contributions and (if applicable) garnishments.

** MPS code will automatically be changed to MPA code for transactions that flow through the auto spreadsheet load.

C. Lump Sum(s) Payment

On the Timesheet Page: Amount; Time Reporting Code XMISP

On the Additional Pay Page: Amount; Earnings Code MPS

Lump sum payments are subject to mandatory deductions, i.e., federal withholding and state income tax annualized, social security tax and retirement contributions and (if applicable) garnishments.

D. One - Time Bonus

On the Timesheet Page: Amount; Time Reporting Code XMISP, use Comments if needed

On the Additional Pay Page: Amount, Earnings Code MPA, use Reason if needed

E. One - Time Payment

On the Timesheet Page: Amount; Time Reporting Code XMISP

On the additional page: Amount Earnings Code MPS

F. Longevity

Core-CT will provide notification at the proper time for the payment of longevity.

G. In Charge Pay

On the Timesheet Page: Amount; Time Reporting Code XINCA

On the Additional Pay Page: Amount; Earnings Code INC

H. Night Duty Payment

On the Timesheet Page: Amount; Time Reporting Code XMISA

On the Additional Pay Page: Amount; Earnings Code MIS

I. Retention Stipend

On the Timesheet Page: Amount; Time Reporting Code XRTSA

On the Additional Pay Page: Amount; Earnings Code RTS

J. Annual Bonus Payments

On the Timesheet Page: Amount; Time Reporting Code XMERA

On the Additional Pay Page: Amount; Earnings Code MER

K. EMT Stipend

On the Timesheet Page: Amount; Time Reporting Code XSKPA

On the Additional Pay Page: Amount; Earnings Code SKP

L. Bilingual Stipend

On the Timesheet Page: Amount; Time Reporting Code XSKPA

On the Additional Pay Page: Amount; Earnings Code SKP

M. Shoe Allowance

On the Timesheet Page: Amount; Time Reporting Code XSHUA

On the Additional Pay Page: Amount; Earnings Code SHU

N. Uniform Allowance

On the Timesheet Page: Amount; Time Reporting Code XUNUFA

On the Additional Pay Page: Amount; Earnings Code UNF

O. Shift Differential

On the Timesheet Page: Hours; Shift 1; Account 50180 or Hours: Shift 2 (Time and a Half); Account 50180 or Amount; Shift 3; Account 50180

On the Additional Pay Page: Hours or Amount; Earnings Code SD1 (Shift 1); Account 50180 or Hours or Amount; Earnings Code SD2 (Shift 2); Account 50180 or Amount; Earnings Code SD3 (Shift 3); Account 50180

P. Standby Pay

On the Timesheet Page: Account; Time Reporting Code XOCXA
On the Additional Pay Page: Amount; Earnings Code OCH

Q. On-Call Rate – UCHC

On the Additional Pay Page: Amount; Earnings Code NRR

R. Cellular Telephone Stipend

On the Timesheet Page: Amount; Time Reporting Code XNRTS
On the Additional Pay Page: Amount; Earnings Code NRQ

S. License Fee

On the Timesheet Page: Amount; Time Reporting Code XNRRA
On the Additional Pay Page: Amount; Earnings Code AUT

T. Vehicle Use

On the Timesheet Page: Amount; Time Reporting Code XAUTA
On the Additional Pay Page: Amount; Earnings Code AUT

U. Stipend for Respiratory Therapist and Respiratory Therapy Supervisor

On the Timesheet Page: Amount; Time Reporting Code XRTSA
On the Additional Pay Page: Amount; Earnings Code RTS

X. GENERAL

Please direct all questions regarding the effective dates of the various adjustments to your agency Payroll Offices. Direct all questions regarding the memorandum to the Comptroller's Active and Pension Payroll Services Division at 860-702-3411 or lisa.simpson@ct.gov. All other questions or requests for assistance regarding payroll procedures at 860-702-3453 or osc.payroll@ct.gov.

DocuSigned by:
Natalie Braswell
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**NATALIE BRASWELL
STATE COMPTROLLER**

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[202208-NP6-P1-Contract-Changes-REVISED.pdf](#)
[Link to OLR General Notice](#)