

LETTER OF UNDERSTANDING

BETWEEN

Saskatchewan Association of Health Organizations (SAHO)

AND

**Canadian Union of Public Employees (CUPE),
Service Employees International Union-West (SEIU-West),
Saskatchewan Government & General Employees Union (SGEU)**

Re: Joint Job Evaluation Plan Review

The purpose of this Letter of Understanding (LOU) is to implement a protocol that will address the Joint Job Evaluation (JJE) Plan pay band level concerns in certain listed classifications. The parties have agreed to a complete and thorough review of the JJE Plan as it relates to the ten job factors and their interpretation and application with a principle of the review being least disruptive to the existing hierarchy of classifications while addressing the concerns of the parties.

It is agreed between the parties that this LOU shall work in concert with the provisions of the Collective Bargaining Agreements. Where this LOU is silent, the Collective Bargaining Agreements shall govern. In case of discrepancies between this LOU and the Collective Bargaining Agreements, and in the absence of specific provisions in this LOU, the terms and conditions of the Collective Bargaining Agreements will govern.

SAHO and the health provider unions CUPE, SEIU-West and SGEU hereby agree to implement the following:

1. The parties have agreed to a list of classifications (see Appendix A) that are, or may be affected by the education skill factor rating changes. The list will include classifications reviewed from March 1, 2017 to November 30, 2018.
2. The parties agree that the JJE Plan review will be the responsibility of a subcommittee of the Committee of the Parties (COPs). The subcommittee shall consist of two (2) representatives each from CUPE, SEIU-West, and SGEU for a total of six (6) members from the union group and, two (2) representatives each

from SAHO and the Employer for a total of four (4) members from the employer group. Each union, SAHO or the employer may select alternates who would be allowed to attend as a non-participating observer in the subcommittee review meetings unless they are replacing and participating in place of a regular subcommittee member. Resource persons may be available to each of the subcommittee parties, or to the subcommittee as a whole, but shall not participate in subcommittee deliberations.

3. The JJE Plan review shall commence no later than February 1, 2018 and shall be concluded on or before a six (6) month time period with the ability to extend the review period with the mutual agreement of the parties.
4. Unresolved differences or disputes in the process shall be resolved as per the Dispute Resolution – COPs as found in the Collective Bargaining Agreements.
5. The Joint Job Evaluation Maintenance Committee (JJEMC) shall continue to gather information for Provincial Review of the classifications identified in Appendix A. The JJEMC shall complete the Provincial Review of the classifications and identify to the parties those classifications where the Education factor was adjusted. For example, the JJEMC would identify if a rating changed or would change from 4.0 to a 3.5; from a 4.0 to a 4.5.
6. The JJEMC shall identify to the parties which classifications, identified in the process set out in paragraph five (5) above, had or would have their pay band changed as a result of the education factor rating change. For example:

- a. Current (old) pay band 14 - new pay band 13, or 12 = change downward
- Put on hold.

In the classifications where the JJEMC had identified example 6 a.) took place, the current (old) pay band and rate shall be maintained by putting the decision on hold. Any market supplement or market adjustment shall be maintained.

- b. Current (old) pay band 14 – new pay band 14 = no change
- Implement.

In the classifications where the JJEMC had identified example 6 b.) took place, the current (old) pay band and rate, including any market supplement or market adjustment shall be maintained.

- c. Current (old) pay band 14 - new pay band 15 = change upward

- Implement.

In the classifications where the JJEMC had identified example 6 c.) took place, the new pay band and rate shall be implemented, including any market supplement or market adjustment. It should be noted that should a subsequent Provincial Review or the application of the Plan changes, cause the classification pay band to change downward, no incumbent in the classification shall be required to make any repayment of wages, and all incumbents in the classification shall maintain their pay band and rate as per the existing language in the Collective Bargaining Agreements.

To be clear, if the education factor does not change and another factor other than education causes the pay band and rate to go down, the decision of the JJEMC shall be implemented.

7. Once the subcommittee of the COPs has concluded its review of the JJE Plan and the Plan changes have been applied to the classifications named in Appendix A and the decision by the JJEMC on the pay band for the classifications has been determined and communicated to COPs, the following will occur:
 - a) Where the JJEMC determines no change to the current (old) pay band, all incumbents and new hires in the classification(s) shall continue to be paid at that pay band and rate, including any market supplement or market adjustment.
 - b) Where the JJEMC determines the change from the current (old) pay band and rate to a new higher pay band and rate, all incumbents and new hires in the classification(s) shall be entitled to be paid at the new pay band and rate, including any market supplement or market adjustment effective the first Sunday following the date of the decision.
 - c) Where the JJEMC determines a change from the current (old) pay band rate to a higher pay band and rate which is higher yet again from the previous Provincial Review new pay band, all incumbents and new hires in the classification(s) shall be entitled to be paid at that higher pay band and rate, including any market supplement or market adjustment, effective the first Sunday following the date of the decision.
 - d) Where the JJEMC determines a change from the current (old) pay band and rate to a lower pay band and rate, all incumbents in the

classification(s) shall maintain their current (old) pay band and rate, including any market supplement or market adjustment.

The parties agree that the actual implementation of the lower pay band and rate will be delayed by three months from the initial implementation date of the JJEMC determination, so that the parties may determine if a new or further market adjustment or market supplement, or another type of compensation adjustment, is required.

Signed this 23rd day of November, 2017

On behalf of:
SAHO

Maize
Rapera Scott
Gloria Wall

On behalf of:
SEIU-West

Rahye
Janice Rietzke
Bob Laurie

On behalf of:
SGEU

Bonnie Jackson
Kyle Nordmarken
Dany And

On behalf of:
CUPE

D. D. D. D.
Pearl Plummer
Patty Brodman

Appendix A

The parties agree that all current and newly hired employees employed in the classifications listed in the attached list that are or may be affected by a JJEMC review of the education skill factor such that their pay band and rate could be decreased shall, pending the conclusion of the reviews of the Committee of the Parties, continue to be paid wages, including market adjustments and market supplements, in accordance with the schedules set out in the current Collective Bargaining Agreements.

9	Office Supervisor
16	Emergency Medical Responder
17	Child Life Worker
23	Recreation Coordinator
25	Medical Radiation Technologist
76	Finance Officer
105	Diagnostic Medical Sonographer
132	Plasterer
135	Clinic Assistant
141	Medical Transcriptionist
146	Medical Transcription Coordinator
158	Diagnostic Medical Sonographer & Coordinator
162	Payroll & Benefits Officer
165	Client Placement Coordinator
182	Prosthetics & Orthotics Technician
185	Volunteer Coordinator
186	Psorian Ultraviolet-A Technician
189	Magnetic Resonance Imaging Technologist
190	Senior Finance Officer
198	Magnetic Resonance Imaging Technologist Working Supervisor
203	Rehabilitation Worker
204	Rehabilitation Aide
246	Health Records Clerk & Medical Transcriptionist
247	Diagnostic Medical Sonographer Working Supervisor
254	Transcription Application Support Coordinator
301	Medical Laboratory Technologist & X-Ray Technician
310	Operating Room Attendant
323	Diagnostic Cardiac Sonographer
351	Diagnostic Cardiac Sonographer & Clinical Coordinator
352	Diagnostic Medical Sonographer – Dual Credential
353	Diagnostic Medical Sonographer Working Supervisor – Dual Credential
407	Payroll & Finance Officer
416	Finance & Purchasing Assistant
429	Payroll & Benefits Coordinator
441	Autism Spectrum Disorder Support Worker

August 2017 JJEMC call for information

- 113 Laboratory Process Worker
- 121 Laboratory Assistant
- 145 Senior Laboratory Assistant
- 59 Laboratory Services Worker

September 2017 JJEMC call for information

- 166 Security Officer
- 169 Senior Security Officer
- 051 Print Shop Worker
- 052 Print Shop Operator
- 205 Printing Services Coordinator
- 053 Head Print Shop Operator

October 2017 JJEMC call for information

- 215 Cytotechnologist Working Supervisor
- 218 Cytotechnologist I
- 220 Cytotechnologist II

November 2017 JJEMC call for information

- 101 Cytogenetics Technologist I
- 218 Cytogenetics Technologist II & Instructor
- 512 Clinical Genetics Technologist II
- 513 Clinical Genetics Technologist Supervisor

December 2017 JJEMC call for information

- 072 Cardiology Technologist
- 154 Cardiology Technologist Working Supervisor
- 443 Cardiology Technologist Pacemaker Clinic
- 150 Cardiopulmonary Function Technologist Working Supervisor
- 184 Cardiopulmonary Function Technologist

January 2018 JJEMC call for information

- 034 Medical Radiation Technologist – Specialty
- 144 Medical Radiation Technologist Working Supervisor
- 425 Diagnostic Imaging Information System Technologist

February 2018 JJEMC call for information

- 260 Diagnostic Cardiac Stenographer & Cardiology Technologist Working Supervisor
- 350 Diagnostic Cardiac Stenographer & Cardiology Technologist
- 223 Cardiology & Electroneurophysiology Technologist Supervisor
- 224 Cardiology & Electroneurophysiology Technologist

March 2018 JJEMC call for information

- 015 Client Attendant
- 201 Recreation Working Supervisor
- 133 Spiritual Care Coordinator
- 143 Respiratory Benefits Program Assistant
- 428 Respiratory Benefits Program Coordinator

April 2018 JJEMC call for information

- 099 Adaptive Seating Specialist
- 174 Orthopedic Shoemaker

354 Remedial Equipment Technician
116 Pool Attendant
173 Workshop Technician
May 2018 JJEMC call for information
078 Acquired Brain Injury Coordinator
210 Client Vocational Program Assistant
31 Teacher Assistant
47 Community Outreach & Education Worker
347 Community Mental Health Worker
June 2018 JJEMC call for information
065 Liaison Worker
211 Community Health Worker – Street Program
230 Healthy Lifestyle Program Assistant
325 Community Health Worker – Methadone Program
July 2018 JJEMC call for information
033 Hearing Aid Practitioner
039 Social Services Worker
048 Social Services Coordinator
085 Audiometric Electronics Technician
August 2018 JJEMC call for information
046 Archivist
098 Finance Assistant
130 Library Technician
206 Informatics Coordinator
219 Librarian
500 Librarian Working Supervisor
September 2018 JJEMC call for information
036 File Clerk
172 Research Assistant
177 Switchboard Operator
181 Travel Arrangement Clerk
401 Research Officer
October 2018 JJEMC call for information
008 Third Class Power Engineer
013 Third Class Chief Engineer
079 Second Class Chief Engineer
087 Fourth Class Power Engineer
107 Electronics Technician
111 Engineering Technologist
November 2018 JJEMC call for information
115 Groundskeeper
119 Head Groundskeeper
460 Grounds Keeping Supervisor
498 Equipment Operator – Groundskeeper
147 Maintenance Coordinator
160 Planning Coordinator