**Time and Labor SEBAC 2017 Updates**

The SEBAC 2017 Agreement changes impacting Time and Labor are indicated below. The effective date indicates when the change was made effective in Core-CT.

**All Bargaining Units**

|  |  |  |
| --- | --- | --- |
| Override Reason Codes created | CEFUR - Use with overtime codes to indicate comp time incurred due to Furlough Days | Effective 7/21/17 |
|  | FRLGH - Use with LFRL to indicate the employee's furlough day off (Optional code) | Effective 7/21/17 |
|  | OTFUR - Use with overtime codes to indicate overtime incurred due to Furlough Days | Effective 7/21/17 |
| Furlough TRCs | LFRL, LFRLAAdded to workgroups as required for each bargaining unit as stated in the SEBAC 2017 furlough language | Effective 7/21/17 |
| FMLA | Removed all FMLA TRCs from counting towards sick family limits | Effective 8/18/17 |
| Job Aids updated | Override Reason Codes | Added tab for Furlough related codes |
|  | Workgroups | Updated to reflect changes made to individual bargaining unit workgroups as noted below |
|  | Time Reporting Codes | Added tab for Furlough related codes |
|  | Leave Plans | Added tab for Furlough related leave plans |
| EPM | New EPM report created, HR\_SEBAC\_LV\_PLN\_BAL, to list employees and the leave plans they are enrolled in. Use this report to verify the enrollment changes made by Core-CT. The report contains the Employee ID, Record Number, Name, Bargaining Unit, Leave Plan, Leave Plan Description and current Balance. | Available 9/1/17 |

**Bargaining Unit 06 – NP-2 Service/Maintenance**

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| No changes required  |  |  |

**Bargaining Unit 07 – NP-3 Clerical**

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| --- | --- | --- |
| Sick Family | Updated Sick Family Days to 10 days per year | Effective 8/4/17 |

**Bargaining Unit 08 – NP-4 Correctional Officers**

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| --- | --- | --- |
| Meal Money, current employees | Updated existing workgroup so that current employees receive meal money for all shifts work including mandated shifts. | Effective 8/18/17 |
| Meal Money, employees hired on or after 7/1/17 | Created new workgroup for employees hired on or after July 1, 2017 as these employees will not be eligible for meal money. | Effective 8/4/17 |

**Bargaining Unit 09 – NP-5 Protective Services**

|  |  |  |
| --- | --- | --- |
| Sick Time | In recognition of Furlough Days: Reduced sick accrual for sick plan S80EDS, from 10 hours per month to 8 for accruals earned 9/14/17 through 8/1/18.Created two new plans S80B2W and S80BFS with accrual rate of 1 day per month – employees to be enrolled in new plans for 9/1/17 and reverted back to old plan for 9/1/18 by Core-CT  | Effective 9/1/17 |
|  | Updated Sick Family Days to 5 days per year | Effective 8/4/17 |

**Bargaining Unit 1199 – NP-6 Health Non Professional and P-1 Health Professional**

|  |  |  |
| --- | --- | --- |
| Sick Time | Increased Sick Family to 10 days per year | Effective 8/4/17 |
| Comp Time | Created new comp plan C006M000N to expire time in 6 months for Technical High School Nurses | Effective 8/4/17 |

**Bargaining Unit 12 – P-2 Social and Human Services**

|  |  |  |
| --- | --- | --- |
| Sick Time | Updated Sick Family Days to 10 days per year | Effective 8/4/17 |

**Bargaining Unit 13 – P-3A Educational Administrators**

|  |  |  |
| --- | --- | --- |
| Vacation Time | Maximum vacation accrual increased to 70 daysEmployees enrolled in new leave plans by Core-CT | V70A1S - replaces V70ABS 09/01/17V70A1W - replaces V70ABW 09/01/17V70A2S - updated 09/01/17 |
| Sick Time | Updated Sick Family Days to 10 days per year | Effective 8/4/17 |

**Bargaining Unit 14 – P-3B Education Professionals**

|  |  |  |
| --- | --- | --- |
| Sick Time | Updated Sick Family Days to 10 days per year | Effective 8/4/17 |
|  | Updated Baby Leave Days to 10 days per year | Effective 8/4/17 |
|  | Created new workgroups for those employees eligible for vacation who are entitled to 3 Immediate Family Funeral days per year – 14ESTVAPPN, 14PSTVAPPN, 14ESTVGEN and 14PSTVGEN – Agencies will need to update the workgroup for those employees impacted | Effective 8/18/17 |

**Bargaining Unit 15 – P-4 Engineering, Scientific, Technical**

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| --- | --- | --- |
| Override Reason Code | RETCN – To be used with REG for attending Retirement Counseling sessions | Effective 8/4/17 |
| Comp Time | Added comp time rule and TRC CEF to workgroups 15ESTDGEN and 15PSTDGEN. This will create comp time at time-and-one-half the hours reported on the timesheet to CEF. | Effective 8/4/17 |
|  | Created new comp plan C006M000N to expire time in 6 months | Effective 8/4/17 |
| Sick Time | Updated Sick Family Days to 10 days per year | Effective 8/4/17 |
|  | Updated Baby Leave Days to 10 days per year | Effective 8/4/17 |

**Bargaining Unit 16 – P-5 Administrative and Residual**

|  |  |  |
| --- | --- | --- |
| Vacation Time | Created two new vacation plans V80A2S and V80A2W to increase the maximum balance to 70 days – employees enrolled in new plans by Core-CT | Effective 9/1/17 |

**Bargaining Unit 22 – SUOAF**

|  |  |  |
| --- | --- | --- |
| Sick Time | Updated Adoption Leave Days to 10 days per year | Effective 8/4/17 |

**Bargaining Unit 54 – Criminal Justice Association of Prosecutors**

|  |  |  |
| --- | --- | --- |
| Comp Time | Created comp plan H003M000N to expire time in 3 months | Effective 8/4/17 |
| Sick Time | Updated Baby Leave Days to 5 days per year | Effective 8/4/17 |

**Bargaining Unit 57 – Criminal Justice AFSCME**

|  |  |  |
| --- | --- | --- |
| Sick Time | Updated Immediate Family Funeral limit to 3 days per yearCreated two Override Reason Codes:IMFF to be used with TRC SFFNR for Immediate Family Funeral of spouse, child or parentNIMFF to be used with TRC SFFNR for Immediate Family Funeral of sister, brother, grandparents or child and other relative who is domiciled in the employee’s household | Effective 8/4/17 |

**Bargaining Unit 59 – Higher Ed Professional**

|  |  |  |
| --- | --- | --- |
| Vacation Time | Updated maximum accrual to 120 days for plan V80BCC | Effective 9/1/17 |

**Bargaining Unit 60 – Charter Oak State College Professional**

|  |  |  |
| --- | --- | --- |
| Holidays | Added part time holiday rule | Effective 8/4/17 |
| Vacation Time | Updated vacation plans V80AK6, V80AKW for 5 unpaid days and maximum balance of 120 daysUpdated vacation planV80MKW for 5 unpaid days | Effective 9/1/17 |
| Sick Time | Updated Immediate Family Funeral to 3 days per year | Effective 8/4/17 |

**Bargaining Unit 67 – NP-8 Correctional Supervisor**

|  |  |  |
| --- | --- | --- |
| Sick Time | In recognition of Furlough Days: Updated sick plan S91NP8 to accrue 1 day per month.Created new plan S80BFW to accrue 1 day per month – employees to be enrolled in new plan for 9/1/17 and reverted back to old plan for 9/1/18 by Core-CT | Effective 9/1/17 to 8/1/18 |

**Bargaining Unit 68 – NP-9 State Police Lieutenants and Captains**

|  |  |  |
| --- | --- | --- |
| Holidays | Updated Holiday Processing job aid for new instructions on coding holidays |  |
| Comp Time | Added comp time rule and TRC CEF to all ‘68’ workgroups. This will create comp time at time-and-one-half the hours reported on the timesheet to CEF. | Effective 8/18/17 |
| Sick Time | In recognition of Furlough Days: Updated sick plan S90BAW to reduce accrual rate to 1 day per month | Effective 9/1/17 to 8/1/18 |
| Vacation Time | Created new vacation plan V90A2W to increase the maximum vacation balance to 70 days – employees enrolled in new plan by Core-CT | Effective 9/1/17 |

**Bargaining Unit 74 – Criminal Justice Inspectors**

|  |  |  |
| --- | --- | --- |
| Sick Time | Increased sick family to 10 days per year | Effective 8/4/17 |
|  | Updated Non-Immediate Funeral to 2 days per year – for employees having more than one occasion per year, the agency will need to allow the exception | Effective 8/4/17 |
|  | Updated Baby Leave to 5 days per year | Effective 8/4/17 |