

Memorandum of Understanding for Meal and Rest Period

This Memorandum of Understanding (“MOU”) is entered into by and between Island Health (“Employer”) and the Washington State Nurses Association (WSNA) (“Union”) for the purpose of addressing meal and rest period requirements and establishing practices to ensure compliance with applicable law. The sections of the contract listed below shall be changed to read, if a specific provision is not listed it is assumed to not be changed:

7. 7 Meal and Rest Periods.

Nurses shall receive an uninterrupted and unpaid meal period of one-half($\frac{1}{2}$) hour during each normal work day and a paid rest period of fifteen (15) minutes in each four (4) hour period of work. It is important that nurses take rest periods. Charge nurses and staff nurses will coordinate together to follow the schedule of meals and rest breaks established for the unit. Rest periods should be uninterrupted, and it is understood that rest periods may be interrupted only as set forth in RCW 49.12.480 (for events such as, any unforeseen declared national, state, or municipal emergency; when a health care facility disaster plan is activated). Nurses who are not completely relieved from duties and who do not receive thirty (30) minutes of uninterrupted time during the meal period shall be compensated for such work at the appropriate rate. The employer will update its electronic timekeeping system so that missed meal and rest periods shall be recorded by making an appropriate entry one time. Management approval shall not be required to record a missed break. Nurses who are not required to clock out for meal breaks shall be paid the shift differential rate for any meal period taken during a shift where the nurse earned the shift differential rate for time worked. Nurses may combine one fifteen-minute break with their unpaid meal period, if it is established as a schedule practice on that unit for that shift. Schedule practices will be proposed by Unit Based Council (UBC) and approved by the Hospital Staffing Committee (HSC). Concerns around scheduling will be addressed at Nursing Conference Committee (NCC).

7.7.1 8-Hour Shifts. Consistent with the above provision, nurses scheduled for an 8-hour shift shall receive one (1) unpaid half-hour meal period and at least two (2) paid 15-minute breaks per shift. Nurses scheduled for an 8-hour shift shall start their meal period no earlier than three hours into their shift and no later than six (6) hours from the start of their shift.

7.7.2 10-Hour Shifts. Consistent with the above provision, nurses scheduled for a 10-hour shift shall receive one (1) unpaid half-hour meal period and at least two (2) paid 15-minute

breaks per shift. Nurses scheduled for a 10-hour shift shall start their meal period no earlier than three hours into their shift and no later than seven (7) hours from the start of their shift.

7.7.3 12-Hour Shifts. Consistent with the above provision, nurses scheduled for a 12-hour shift shall receive one (1) unpaid half-hour meal period and three (3) paid 15-minute breaks per shift. Nurses scheduled for a 12-hour shift shall start their meal period no earlier than four hours into their shift and no later than eight (8) hours from the start of their shift.

7.7.4 Standing Agenda Item. Meal and rest periods shall be a standing agenda item at the Nurse Conference Committee.

By Oct 31st 2026 the employer will audit its records for all nurses who did not take their meal within the appropriate window prior to the ratification of this agreement. This review period will begin January 1, 2026 and be until the implementation of this agreement. The employer will update the WSNA on or before the first day of each month on the status of the audit. Audits will be performed in order of employee number with the smallest number being audited first. Meal penalties will be paid as a lump sum payment. The lump sum payment will be paid the following pay period after a minimum of a 14 day pay period review for the RN to review the audit provided to them by the employer. All Payments will be made by December 24th 2026.

The review given to the RN will contain all of their audit information, minimally to include clock in times, clocked lunch times and whether a missed meal and meal penalty were previously paid.