

**Spokane Regional Health District**  
**Washington State Nurses Association**  
**MEMORANDUM OF UNDERSTANDING**  
**Pay Lag Impacts**

Spokane Regional Health District (“SRHD”) and Washington State Nurses Association (“Union”) are parties to a collective bargaining agreement (“Agreement”) with a term of Oct 18, 2018 through September 30, 2020. The parties have agreed to enter into this Memorandum of Understanding to mitigate the impacts of implementing a payroll lag.

Effective with the payroll period ending on June 30, 2020, the District will adopt a ten day payroll lag. In an effort to transition peacefully, the parties agree to the following schedule until full lag transition occurs:

<u>Pay Period</u>	<u>Pay Date</u>
June 1-June 15	June 15th
June 16-30	June 30th
July 1-15	July 10th, 1/2 paycheck with option to use accruals of approved leaves. July 24 <sup>th</sup> , 1/2 paycheck with option to use accruals of approved leaves.
July 16-31	Aug 10th
August 1-15	August 25

The payroll dates have been changed to bring SRHD in compliance with WAC 296-126-023. To mitigate the impact of the adoption of the payroll lag system for those currently not on a payroll lag, the parties have agreed as follows:

1. The payroll lag implementation date is delayed until July 1, 2020 to allow employees an opportunity to plan and save for the implementation of the payroll lag.
2. The District will allow employees to receive one-half of their pay on the next pay date in which the payroll lag is implemented (July 10, 2020) and the remainder one-half on the following pay date (July 25, 2020).
3. The District will allow employees to cash out at 100% any wellness day earned in 2019 in the pay period in which the payroll lag is implemented. The District will allow employees to cash out at 100% the employee’s 2020 personal holiday in the pay period in which the payroll lag is implemented.
4. The District will allow employees to cash out at 100% accrued vacation leave or comp time up to a maximum of 40 hours each of the two weeks in the pay period in which the payroll lag is implemented. The maximum of 40 hours will be pro-rated based upon FTE status.

5. In exercising the above options, employees may not receive more than 40 hours of compensation per week unless overtime or premium pay has been earned.
6. Employees who desire to take advantage of any of the above options must notify payroll by June 15, 2020 in the form provided by SRHD.
7. Except as set forth above, the remaining terms and conditions of the Agreement remain in full force and effect.

**Spokane Regional Health District**

**Washington State Nurses Association**

By: Amelia Clark  
Amelia Clark, Administrator

By: Judy Furr  
WSNA Nurse Rep

Date: 2/27/2020

Date: 2/27/20