



2019 MNA Unity - Local Proposals

Unity MNA Proposal #1

ARTICLE 7 - VOLUNTARY AND MANDATORY LOW-NEED AND LAYOFF

The Union withdrew on 5/24

Unity MNA Proposal #2

ARTICLE 7 - VOLUNTARY AND MANDATORY LOW-NEED AND LAYOFF

B. Mandatory Low-Need Days:

1. Mandatory Low-Need Limit:

Regularly scheduled nurses shall be required by the hospital to take no more than three (3) low-need days per Contract year. Mandatory low-need days will be assigned on a rotating basis based on hospital-wide seniority, least to most, and no more than one (1) per pay period.

2. Notice of Cancellation:

A nurse to be assigned a low-need day pursuant to this Part D shall be given a minimum of ~~three~~ ^{one} (3~~1~~) hours advance notice before the beginning of the shift, ~~or one (1) hour of pay.~~

Unity MNA Proposal #3

ARTICLE 8 – PAID TIME OFF

The Union Withdrew ON 5/24

ARTICLE 8 – PAID TIME OFF

The Union withdrew on 5/24

Unity MNA Proposal #4

ARTICLE 8 – PAID TIME OFF

F. Guidelines:

The union reserves the right to amend, add, delete, or withdraw without prejudice any and all proposals submitted. The union also reserves the right to submit future amended, revised or new proposals.

The RNs and the manager in each department will mutually agree to PTO guidelines for their department. The Labor Management Committee will be consulted, if needed, to assist with the resolution of any conflicts. The Labor Management Committee will annually review PTO guidelines.

G. Scheduled PTO Requests:

1. Establishing Yearly PTO/Vacation Targets:

By January 1st of each year, each unit will determine the number of vacation shifts available considering PTO balances, unit budget, unscheduled PTO usage, and the PTO eligibility for each nurse for the next year. [The determination of vacation shifts shall not reserve more than thirty percent \(30%\) of accrued PTO when calculating unscheduled PTO usage.](#) Out of this total, the employer will establish a consistent number of vacation spots for each day. Vacation targets will remain consistent and not be adjusted to compensate for vacant positions or medical leaves unless the manager reviews the need to adjust the targets temporarily with MNA and there is agreement by the nurses on the unit.

The Unit will post a calendar that outlines the number of vacation slots available per day. When nurses request pre-scheduled time off and are granted scheduled PTO, the calendar will be updated, and those formerly available slots will be crossed out so that the nurses can view the available time.

2. When RNs are requesting scheduled PTO, the following will apply prior to granting or denying:

- a. At the time a PTO request is submitted, an RN must have a minimum of seventy-five percent (75%) of the requested time off in their accrued PTO bank and the ability to earn the remainder prior to the requested time.
- b. PTO requests may be submitted up to six (6) months in advance of the scheduled time.
- c. Simultaneous requests submitted on the same day will be approved in order of seniority.
- d. At least one (1) RN in each department will be granted, if requested, PTO on each weekend.
- e. Prime time vacation (June, July, and August) requests will be limited to the number of shifts an RN is regularly scheduled in a twenty-one (21) day period.
- f. PTO denials will not be based on any shifts for which the requesting RN is not scheduled.
- g. PTO requests will not be denied without the department manager's involvement.
- h. PTO requests will be granted in their entirety and not be denied based solely on one (1) or two (2) day holes. The Employer will find coverage for the open days.

Unity MNA Proposal #5

ARTICLE 11 - LABOR MANAGEMENT COMMITMENT

MNA refers Allina Health to its joint proposal on this matter with Abbott Northwestern Hospital and Phillips Eye Institute

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Unity MNA Proposal #6

ARTICLE 19 - ASSOCIATION COMMUNICATION AND CHAIRPERSONS:

The Union withdrew on 5/24

Unity MNA Proposal #7

APPENDIX B – ATTENDANCE

Notification of time away from work: In the event you are going to be tardy or absent from your scheduled shift or if you need to leave early, you are expected to personally notify your manager (or designee) according to your department guidelines. Some managers require personal notice and do not allow voice mail messages. Unless your department has a specific policy with a different notification standard, you are required to call at least 90 minutes before your scheduled start time. However, if you have an emergency situation where you are unable to give proper notification, you must notify your manager as soon as possible. If your department has specific requirements about providing personal notice, finding replacements, or notifying a manager if you have found a replacement, you are expected to be familiar with those requirements.

Unplanned absence or tardiness

An unplanned absence ~~or tardiness~~ is treated as an occurrence. Tardiness is treated as a half occurrence. This is defined as any time away from work (including tardiness or leaving early) that is not defined as a planned absence. You will be considered tardy if you begin work eight (8) or more minutes after your scheduled start time.

Managers will track occurrences for each employee over a rolling 12-month period looking backward from the date of the absence or occurrences.

The Allina guideline for an acceptable level of occurrences is based on your FTE as follows:

Periods of absence	Casual to .49 FTE	.5 to .79 FTE	.8 to 1.0 FTE
In any 12-month consecutive period	<u>64</u>	<u>86</u>	<u>108</u>
In any three-month consecutive period	<u>42</u>	<u>43</u>	<u>54</u>

Unity MNA Proposal #8

ARTICLE 25 – HEALTH PROGRAM

The Hospital will staff at least one (1) security officer on the Adult Mental Health Unit 24 hours per day. This security officer will not have primary responsibility for other areas of the hospital and will only respond to Code Green and Show of Support calls for the Adult Mental Health Unit.

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Unity MNA Proposal #9

ARTICLE 25 – HEALTH PROGRAM

The Union withdrew on 5/24

Unity MNA Proposal #10

ARTICLE 25 – HEALTH PROGRAM

MNA refers Allina Health to Union ML Proposal #35

Unity MNA Proposal #11

LETTER OF UNDERSTANDING

The Union withdrew on 5/24

Unity MNA Proposal #12

The Union withdrew on 5/24

Unity MNA Proposal #13

The Union Withdraws

The union reserves the right to amend, add, delete, or withdraw without prejudice any and all proposals submitted. The union also reserves the right to submit future amended, revised or new proposals.