

**STATE OF ALASKA**  
**DEPARTMENT OF TRANSPORTATION & PUBLIC FACILITIES**  
**Public Employees Local 71 (LTC)**  
**REQUEST FOR REFERRAL**

DIVISION: <b>NR H&amp;A</b>		PCN: <b>Multiple</b>	
JOB CLASS/TITLE: <b>Equipment Operator Lead/Journey 3</b>		WHEN POSITION IS NEEDED: <b>ASAP</b>	
AGE GRADE: <b>52 (\$29.87)DOE +Steps</b>		DUTY STATION: <b>NOME AIRPORT</b>	
<input checked="" type="checkbox"/>	Permanent Full-Time	<input type="checkbox"/>	Permanent Full-Time Seasonal
<input type="checkbox"/>	Permanent Part-Time	<input type="checkbox"/>	Permanent Part-Time Seasonal
<input type="checkbox"/>	Non-Perm Full-Time	<input type="checkbox"/>	Non-Perm Part-Time
CDL REQUIRED: <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO <input checked="" type="checkbox"/> At time of hire / <input type="checkbox"/> Within 90-days of hire TYPE OF CDL: <b>A</b> ENDORSEMENTS: <b>Tanker</b>  FIREARMS REQUIRED: <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO (NO FELONIES, NO DV'S)		WORK SCHEDULE: <b>TBD</b>  TRAVEL REQUIRED: <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO	
PRE-EMPLOYMENT BACKGROUND CHECK: <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO Type: <b>CDL history check</b>  DRUG/ALCOHOL TESTING: <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO  <b>*Benefits include: Medical, Dental, Vision, Retirement, Paid Leave and Holidays.</b>		COMMENTS/SPECIAL REQUIREMENTS: <b>J1 – 6 months to obtain Class A</b> <b>J2 – Class A w/Tanker</b> <b>J3 – Class A W/Tanker &amp; ARFF CERT</b>  <i>Note: Candidates for CDL positions are required to register with the FMCSA Clearinghouse prior to hire.</i>	
CANDIDATE MUST BRING TO INTERVIEW: <input checked="" type="checkbox"/> Completed Workplace Alaska Application (if not already submitted to the hiring manager by Local 71) <input checked="" type="checkbox"/> Completed Certification of Employment as a Commercial Motor Vehicle Operator 10-year history form <input checked="" type="checkbox"/> Criminal Convictions: Must provide a copy of the judgement from the Court for <u>any</u> Felony Conviction (regardless of date) and any Misdemeanor Conviction within the last 5 years. For positions requiring APSIN* clearance, must provide judgement for <u>all</u> convictions regardless of date. <input checked="" type="checkbox"/> Copy of certifications and licenses <input type="checkbox"/> Other:			
<i>Note: Candidates who do not bring the required information to the interview may be rejected.</i>			
CONTACT: <b>Joleen Nash</b>		PHONE NUMBER: <b>452-5024</b> EMAIL: <b>JOLEEN@LOCAL71.COM</b>	

**LETTER OF AGREEMENT**  
between the  
**STATE OF ALASKA**  
and the  
**PUBLIC EMPLOYEES LOCAL 71**  
representing the  
**LABOR, TRADES and CRAFTS UNIT**

**Mission Critical Incentive Pay; Nome Duty Station**

**22-LL-200**

It is mutually agreed between the parties that the following terms and conditions of employment apply to specific employees employed by the Department of Transportation and Public Facilities in the positions listed below located in Nome, Alaska. No provision of the July 1, 2021 through June 30, 2024 master agreement not specifically referenced is modified by this agreement.

Recruitment and retention of employees in the Equipment Operator and Mechanic job class series at the Nome duty station has been a significant issue for an extended period of time. The Commissioner has considered this staffing concern in Nome and deems the situation Mission Critical.

As a result, the following will occur to meet the mission critical measures for the department:

1. A Mission Critical Incentive Pay (MCIP) in the amount of \$429.00, less deductions, will be paid to each eligible employee on a biweekly basis. This MCIP is considered an incentive in order to boost and maintain the recruitment and retention of a qualified and stable workforce of equipment operators.
2. The following positions are approved for MCIP when the incumbents of the positions meet eligibility requirements:  
  
Rural Airport Foreman – 25-2123  
Equipment Operator, Foreman I – 25-2124  
Equipment Operator, Journey III – 25-1671, 25-2125, 25-2130, 25-2139, 25-2140, 25-2146, 25-2154, and 25-3657  
Equipment Operator, Journey II – 25-2126, 25-2135, 25-2136, 25-2151, 25-2152, and 25-2153  
Mechanic, Automotive, Foreman II – 25-1317  
Mechanic, Automotive, Advanced Journey – 25-1319, 25-1322, and 25-1323  
Stocks & Parts Services III – 25-1318
3. To be considered eligible for MCIP, employees in the above listed PCNs must be actively employed and in pay status and maintain their primary residence in Nome. Any periods of disciplinary leave without pay will result in forfeiting the MCIP for that pay period. Employees separating or entering Seasonal Layoff within a pay period will not be paid MCIP for that pay period. Eligibility for MCIP begins immediately upon appointment to an eligible position or will resume when an eligible employee returns from Seasonal Layoff.
4. When authorized by the employee, dues contributions will be withheld from MCIP.

This agreement supersedes LOA 22-LL-062. This agreement will be effective the first day of the pay period following signing by the parties, and remains in effect through June 30, 2024, except that it may be cancelled by either party with fifteen (15) calendar days written notice. This agreement is entered into solely to address the specific circumstances of this particular matter and does not establish any practice or precedent between the parties. This agreement shall not be referred to in any dispute, grievance, arbitration, hearing, or any other forum except as may be necessary for the execution of its terms.

**FOR THE STATE OF ALASKA**


 for Kate Sheehan

Kate Sheehan, Director  
Division of Personnel & Labor Relations  
Department of Administration

5/18/22

Date

**FOR PUBLIC EMPLOYEES Local 71**

  
Jordan Adams  
Business Manager

5-18-22

Date

**LETTER OF AGREEMENT**  
between the  
**STATE OF ALASKA**  
and the  
**PUBLIC EMPLOYEES LOCAL 71**  
representing the  
**LABOR, TRADES and CRAFTS UNIT**

**Nome Duty Station;  
Alternate Workweek Agreement (7-on/7-off Schedule)**

**22-LL-201**

It is mutually agreed between the parties that the following terms and conditions of employment will apply to Department of Transportation & Public Facilities (DOT&PF) employees at the Nome Duty Station who are assigned to work a two-week, seven (7) days on/seven (7) days off work schedule. No provision of the July 1, 2021 through June 30, 2024 master agreement not specifically referenced herein is modified by this agreement.

The assigned seven (7) day work schedule will cover two successive workweeks, resulting in eighty (80) hours of work over two workweeks. Forty (40) hours are established in each workweek to ensure compliance with the Fair Labor Standards Act. The defined workweek and scheduled hours will be according to the attached assignment form. It is understood that an employee may be temporarily assigned to a normal workweek of five (5) consecutive eight (8) hour days, if necessary, to accommodate travel assignments, training or other reasons which would require such scheduling. When this temporary schedule change occurs, normal contractual provisions apply.

For purposes of this agreement the following articles with their stated terms and conditions have been modified:

**Article 13.06 – Premium Pay** the second, third and fifth paragraphs are amended as follows:

**A. Overtime.**

An employee shall be paid overtime for all work in excess of twelve (12) hours of work in any one day. Overtime is paid at one and one-half (1.5) times the basic rate of pay.

After working eighty (80) hours at the straight time rate of pay, the employee will be paid at the overtime rate of pay for all hours worked. Daily overtime will not be applied to meeting the above thresholds for increased overtime rates of pay.

For purposes of clarification, it is agreed that the employee's scheduled days off follow the employee's scheduled seven consecutive workdays.

If an employee works on their scheduled days off, one and one-half (1.5) times the employee's basic rate of pay shall be paid for all work performed on the first four days of work. For all work performed on the employee's fifth through the seventh days of work, two (2) times the employee's basic rate of pay shall be paid for that shift. At the time the employee begins working their regularly scheduled shift, the employee will return to the straight time rate of pay regardless of the days worked during their scheduled days off.

**Article 14.01 – Workweek** the first paragraph is amended as follows:

Each workweek shall consist of forty (40) hours in pay status and all permanent full-time employees shall be guaranteed a full workweek provided they are ready, willing and able to work, unless suspended, on layoff or leave without pay. The designated workweeks, the seven (7) day work schedule, and the two-week period shall be specified on the assignment form.

**Article 18.01 – Meal Break** is amended as follows:

An unpaid meal period of not less than thirty (30) minutes or more than one (1) hour shall be allowed approximately midway of each shift. If the employee is scheduled to work more than twelve (12) hours in a day, the employee may request an additional unpaid meal period. The employee shall be relieved of all work-related duties and responsibilities during meal periods.

**Article 18.03 – Holidays** all paragraphs following the listed holidays are amended as follows:

Designated holidays will be observed on the calendar day on which they fall. In order to maintain the established schedule, each employee will be expected to work their regular schedule, including designated holidays.

If a holiday falls on the employee's regularly scheduled day of work, the employee shall be paid in accordance with Article 13.06.B – Holiday Pay.

If a holiday falls on the employee's regularly scheduled day off, and the employee works the holiday, the employee will be paid two (2) times the employee's basic rate of pay for all hours worked.

If a holiday falls on the employee's regularly scheduled day off, the employee shall be credited with eight (8) hours of personal leave in lieu of holiday pay.

**Article 19.02 – Use of Personal Leave** is amended to include the following in the respective paragraphs:

- A. Leave use will be charged hour-for-hour up to the maximum number of hours the employee is scheduled to work on a day that leave is taken.
- B. Medical appointments such as physical, dental, vision or hearing exams, except for emergency care, will be made on the employee's scheduled days off. Medical appointments on an employee's scheduled workday will require a doctor's certification that the employee was not fit for duty during the work time missed.

**Article 19.03 – Mandatory Leave Usage** the second paragraph is amended as follows:

Up to eighty (80) hours of personal leave cashed-in under Article 19.04 will be applied to the employee's mandatory leave usage requirement.

**The following terms and conditions regarding housing and transportation apply:**

For employees who do not reside in Nome, and are assigned to this alternate workweek schedule, roundtrip transportation between Anchorage and Nome will be provided by the employer; however, travel will be on the employee's own time. Should an employee fail to use the employer-provided transportation for any reason, the employee shall be responsible for getting to or from Nome at their own expense.

For employees who do not reside in Nome, and are assigned to this alternate workweek schedule, State owned or State controlled housing will be provided at no cost by the employer. Rental and utility charges assessed under Article 27 are waived.

Employees assigned to this alternate workweek who do not reside in Nome are not eligible for the Mission Critical Incentive Pay provided under a separate Letter of Agreement.

The parties recognize that poor weather conditions may preclude aircraft from departing from Anchorage or landing at the Nome Airport. When employees receiving transport from Anchorage are unable to report to their regularly schedule shift at the Nome Duty Station, they may be assigned to work in Anchorage. The provisions of Article 15 will not apply in such circumstances.

If an employee resigns, is discharged, or is laid off by the Employer, the Employer will furnish return transportation to Anchorage.

Employees occupying State-owned or controlled housing will not be considered as vacating the quarters while on their days off or on leave.

Employer provided transportation may be considered by the Internal Revenue Service to be a taxable benefit and reported as such. If that is the case, and the taxes become an overwhelming financial burden, the employee may voluntarily return to their former position, if vacant, with no loss in seniority.

This agreement is effective upon signature and remains in effect through June 30, 2024, except that it may be canceled by either party with thirty (30) days written notice. This agreement is entered into solely to address the specific circumstance of this particular situation. It does not establish any practice or precedent between the parties. This agreement shall not be referred to in any other dispute, grievance, arbitration, hearing, or any other forum, except as may be necessary for the execution of its terms.

**FOR THE STATE OF ALASKA:**

 for Kate sheehan  
Kate Sheehan, Director  
Division of Personnel & Labor Relations  
Department of Administration

5/18/22  
Date

**FOR PUBLIC EMPLOYEES Local 71:**

  
Jordan Adams  
Business Manager

5-16-22  
Date