

**LETTER OF UNDERSTANDING
BETWEEN
ESSENTIA HEALTH
AND
UFCW**

Applicable Bargaining Units: Pharmacists

Subject Matter: COVID-19 Special Administrative Leave (SAL)

Due to the postponement of and/or change in the delivery of patient services related to the Coronavirus pandemic, Essentia Health is experiencing significant reduction in patient volumes. This change in volumes has impacted the staffing needs of many departments. As a temporary measure and as a means to allow the Employer to further evaluate the ongoing staffing needs of impacted departments, the parties agree the Employer may assign impacted employees in any of the above-named bargaining units to a COVID-19 Special Administrative Leave (SAL), rather than flexing down.

The Employer will make a reasonable effort to allow employees to volunteer for the COVID-19 SAL, starting with the most senior Pharmacist, provided that there remains a less senior Pharmacist to perform the work. Certain exceptions may be made based on the regular scheduling rotation, exceptions will be reviewed with the Union. Once the opportunity to offer SAL on a voluntary basis has been made, the employer may, in its sole discretion and at any time, choose to no longer grant SAL on a voluntary basis and assign SAL pursuant to this LOU.

The process for assigning the COVID-19 SAL will follow the seniority provisions found in the collective bargaining agreements (CBAs) for each of the identified bargaining units covered under this LOU, whereby the least senior Pharmacist will be assigned the COVID-19 SAL.

COVID-19 SAL is defined as a temporary leave of absence, during the period of June 23 – July 31, 2020. The affected Pharmacists will retain their seniority. Active rates for Health, Dental, Basic Life, Voluntary Life, Long-Term, and Short-Term Disability insurances will remain intact. Pharmacists will continue to be responsible for the employee share of any premium cost. Pharmacists may use PTO, Vacation or take the leave unpaid. Essentia Health will make contributions to the Employee's retirement plan on eligible compensation that Pharmacist receives during this leave. Essentia Health will continue to provide professional liability insurance coverage to pharmacists currently on SAL under the same terms and conditions as any employed Essentia pharmacist. This coverage insures an employed pharmacist for those professional services provided during the course and scope of employment with Essentia and in accordance with the pharmacist's licensure. If the Employer is reimbursed for employee wages or benefits through the 2020 Federal Stimulus Bill or state grants, the parties shall meet and negotiate over the effects. For loan forgiveness eligibility purposes only, the Employer will

