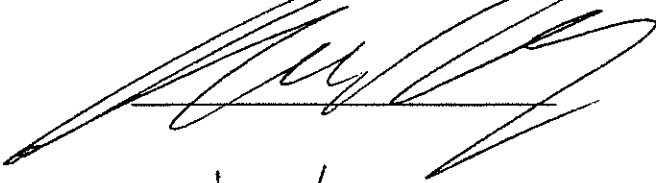


Letter of Understanding
Ecumen Lakeshore and UFCW Local 1189

For the purpose of determining the schedule and overtime purposes, the work day, work week, and pay period, Ecumen Lakeshore is making the following changes effective on 10/01/19.

- The work day shall include a Night (NOC) Shift, followed by a Day (AM) Shift, and ending with the Afternoon (PM) shift (i.e. the "Day Divide" is changing from 5:00 am on Friday to 10:30 pm on the previous Thursday night).
- The work week shall begin with on the Night Shift on Thursday, and conclude with the Afternoon Shift on the following Thursday.
- The pay period shall begin on the Night Shift on Thursday, and conclude with the Afternoon Shift on the second Thursday following.
- Holidays will begin with the Night (NOC) Shift that begins work on the evening before, and ends with the afternoon shift on the calendar day of the holiday. For example:
 - the Fourth of July Holiday will start with the Night Shift that arrives for work at 10:30 pm on Thursday, and runs through the Day (AM) and Afternoon (PM) shift on July 4th.
 - The Thanksgiving Holiday will begin with the NOC shift on Wednesday night and will run through the PM shift on Thursday afternoon.
 - Note that there is existing language regarding payment of holiday worked premium on the PM shifts on the eves of Christmas and New Years, allowing for the longer of the two afternoon shifts worked to be counted for the holiday worked premium pay.

It is understood that during the transitional pay period, during which the Night Shift is shortened by one day, the Employer will review the hours worked by any employee on the Thursday night shift that starts the new pay period. If any employee would have received overtime on that particular night shift if the pay period had not been altered (i.e. based on working in excess of eighty hours), the Employer will pay that employee the applicable overtime rate for hours worked on that shift.



9/24/19
Date



24 Sept 19
Date