

Twin Cities Co-op Partners d/b/a Co-op Partners Warehouse
October 1, 2021 – September 30, 2024

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ARTICLES OF AGREEMENT

This Agreement is entered into by and between the United Food and Commercial Workers Union Local No. 1189 (hereinafter referred to as the "Union") and Twin Cities Co-op Partners d/b/a Co-op Partners Warehouse (hereinafter referred to as the "Employer") on behalf of the employees of the Employer covered by this Agreement.

ARTICLE 1 UNION SECURITY

SECTION 1.1: RECOGNITION:

The Union is recognized as the exclusive bargaining representative of the unit consisting of full-time, part-time and substitute employees employed by the Employer at its warehouse facility located at 744 Vandalia Street, St. Paul, Minnesota 55114, excluding: managerial employees, confidential employees, security employees, and guards and supervisors as defined in the National Labor Relations Act as amended.

The CPW Director, the first shift Operations Manager, the second shift Operations Manager, the Office Manager, the Outside Sales Manager, and the Purchasing Manager shall be permitted to perform all bargaining unit work. If the Employer begins operating a third shift, an additional supervisory employee shall be permitted to perform all bargaining unit work. Customers of the warehouse shall be permitted to perform all bargaining unit work with respect to their products.

SECTION 1.2: UNION SHOP:

A. It shall be a condition of employment that all employees of the Employer covered by this Agreement who are members of the Union in good standing on the effective date of this Agreement shall remain members in good standing and those who are not members on the effective date of this Agreement shall, on the thirty-first (31st) day following the effective date of this Agreement, become and remain members in good standing in the Union. It shall also be a condition of employment that all employees covered by this Agreement and hired on or after its effective date shall, on the ninety-first (91st) day following the beginning of such employment become and remain members in good standing in the Union.

B. "In good standing," for the purposes of this Agreement, is defined to mean the payment of a standard initiation fee or a standard reinstatement fee, if applicable, and standard monthly dues as applied uniformly to all employees covered by this Agreement.

SECTION 1.3: OTHER AGREEMENTS:

No employee shall be asked or permitted to make any written or verbal agreement that will conflict with this Agreement.

SECTION 1.4: DUES CHECKOFF:

A. 1) The Employer agrees to deduct Union dues and initiation fees from the wages of employees in the bargaining unit who voluntarily provide the Employer with a written authorization which shall not be irrevocable for a period of more than one (1) year, or beyond the termination date of this Agreement, whichever occurs sooner. Such deduction will be made by the Employer from the wages of the employees from each bi-weekly paycheck and will be transmitted to the Union. In the event that no wages are due the employee, or that they are insufficient to cover the required deduction, the necessary deduction shall be made from the employee's wages in the immediate following bi-weekly paycheck at the time which is the usual and customary time for dues and initiation fees deductions. Said amount will thereupon be transmitted to the Union. Together with the transmittal of deductions referred to above, the Employer shall furnish the Union with a list of the employees for whom deductions were made.

2) The Union agrees to refund promptly any dues found to have been improperly deducted and transmitted to the Union and to furnish the Employer with a record of such refund.

B. The Employer will collect and forward membership application forms for new hires on behalf of the Union.

C. The Employer will deduct contributions to the UFCW Active Ballot Club from the wages of any employee who voluntarily provides the Employer with a written authorization. The Employer will send all such deductions to the Union. The Employer is not responsible for the management or administration of the Club or decisions on Club expenditures.

SECTION 1.5: NEUTRALITY:

In exchange for the Union's agreement to refrain from picketing, boycotting and engaging in other economic action directed at any Employer operation at which the Union conducts an organizing campaign, the Employer agrees to take a neutral approach to unionization of employees. Neutrality means that the Employer will neither help nor hinder the Union's organizing effort by, for example, directly or indirectly demeaning by word or deed the Union or its representatives, or directly or indirectly supporting or assisting in any way any person or group who may oppose the Union. However, nothing contained in this Section shall prohibit the Employer from communicating with employees at any Employer operation where an organizing campaign is taking place.

ARTICLE 2
CLASSIFICATION OF EMPLOYEES

SECTION 2.1: FULL-TIME:

A full-time employee shall be defined as an employee who is regularly scheduled to work at least sixty (60) hours in a two (2) week pay period.

SECTION 2.2: PART-TIME:

A part-time employee shall be defined as an employee who is regularly scheduled to work less than sixty (60) hours in a two (2) week pay period. Employees will be allowed to work on a part-time basis only by mutual agreement. A request to work on a part-time basis will not be unreasonably denied, and the decision as to whether or not to allow an employee to work on a part-time basis will be based on business needs.

SECTION 2.3: TEMPORARY EMPLOYEE:

A temporary employee shall be defined as an employee who is hired to fill a temporary position for a specific limited period of time not to exceed ninety (90) days.

SECTION 2.4: SUBSTITUTE EMPLOYEE:

A substitute employee shall be defined as an employee who works a flexible schedule of less than twelve (12) hours per week for an indefinite period of time. To maintain active substitute employee status, a substitute employee must work at least one (1) shift every one hundred eighty (180) days. Employees will be allowed to work on a substitute basis only by mutual agreement. A request to work on a substitute basis will not be unreasonably denied, and the decision as to whether or not to allow an employee to work on a substitute basis will be based on business needs. A substitute employee shall not be eligible for any benefits (e.g., health/dental/vision insurance, short/long term disability insurance, life/accidental death and dismemberment insurance, profit sharing, 401(k), holiday pay, vacation pay, etc.) specified in this Agreement other than rate of pay.

ARTICLE 3
PAY PERIODS, WORK DAY, WORK WEEKS

SECTION 3.1: PAY PERIOD/PAY DAY:

Each pay period shall consist of two calendar weeks. The date for issuing paychecks shall not be changed without at least fifteen (15) days' notice to the employees. Payday shall be Thursday, except if a holiday falls in the week checks are prepared.

An Employer error of three (3) hours or more in an employee's paycheck shall be paid by the next day after payday. Errors of less than three (3) hours, as well as employee errors, such as not punching in or out, shall be included in the employee's next regular paycheck.

SECTION 3.2: BASIC WORK WEEK/WORK DAY:

The basic workweek shall be forty (40) hours to be worked in any five (5) days. Eight (8) hours shall constitute the basic workday. Daily hours shall be consecutive.

SECTION 3.3: FLEXIBLE WORK WEEK/WORK DAY:

On an individual basis, employees may elect to work "flexible schedules." A request for a flexible schedule may be initiated by either the employee or the Employer and must be made in writing. Employees will be allowed to work a flexible schedule only by mutual agreement. A request to work a flexible schedule will not be unreasonably denied, and the decision as to whether or not to allow an employee to work a flexible schedule will be based on business needs.

SECTION 3.4: OVERTIME PAY:

A. All work performed by hourly employees in excess of forty (40) hours per week shall be paid for at one and one-half (1-1/2) times the employee's regular rate of pay, except as otherwise provided in this Agreement.

B. As far as practicable, all overtime will be voluntary and will be offered by seniority among those employees who are willing and able to perform the work. Provided, however, that if there are not sufficient volunteers to work needed overtime, the employer may assign overtime in reverse seniority order.

C. If non-voluntary overtime exceeds forty (40) hours per week for four (4) consecutive weeks in any area, the Employer will hire an additional employee in that area. The separate areas for this provision will be office, warehouse and drivers.

ARTICLE 4
SCHEDULES

SECTION 4.1: WORK SCHEDULES:

The Employer will set up a schedule of work for the employees which shall be regular each week. Work schedules will be posted two weeks in advance of the first day of the pay period. Any changes to the posted schedule will be by mutual agreement.

SECTION 4.2: MINIMUM CALL-IN:

An employee who is called in to work outside of their regular schedule shall receive no less than four (4) hours work or pay in lieu thereof, except where the employee requests fewer hours and the Employer agrees.

SECTION 4.3: SPLIT SHIFTS:

No employee shall be required to work a split shift. Employees will be allowed to work a split shift by mutual agreement.

SECTION 4.4: BREAKS AND MEAL PERIODS:

A. Breaks: Employees will be given allowed restroom breaks as needed during their shift; such time will be exclusive of meal periods.

B. Meal Periods: Employees working at least four hours will be provided with paid meal periods during their shift. During this time, employees will be relieved from all work responsibilities. Paid meal periods are determined by the number of hours an employee is punched in working (exclusive of paid meal period).

Employees working at least:

- 4 hours but less than 6 hours will receive a 15 minute paid meal break.
- 6 hours but less than 8 hours will receive a 30 minute paid meal break.
- 8 hours but less than 10 hours will receive a 45 minute paid meal break.

C. Breaks for Nursing Mothers: The Employer will provide a private secure location (not a toilet stall) and reasonable break time as frequently as need each day to employees who need to nurse or to express milk for their infant children. Break times will run generally run concurrently with paid meal periods. Breaks in excess of paid meal periods will be allowed but will be unpaid.

ARTICLE 5
WAGE RATES

SECTION 5.1: WAGE RATES:

The hourly rates of pay and salaries for the classifications covered by this Agreement are set forth in APPENDIX "A" and made a part of this Agreement.

SECTION 5.2: PAST EXPERIENCE:

An employee who is transferred from another location owned by the Employer or who is rehired by the Employer shall receive full credit for each full year of past experience.

New employees will receive credit each full year of for past experience only when such experience is relevant and verifiable. Such credit for experience will be "transparent". No new employee will be paid a higher wage than a current employee with equivalent experience.

SECTION 5.3: PAY FOR ADDITIONAL RESPONSIBILITIES:

A. Employees who are assigned and agree to perform duties requiring additional responsibilities will be receive additional pay for such work as set forth in APPENDIX "A"; this additional pay will be added to the employee's hourly base wage.

B. New Job Titles: When the Employer determines that a new job title is necessary, the Union and the Employer agree to meet and negotiate regarding the additional hourly premium for the position, if any, to be included in Appendix "A" of this Agreement.

SECTION 5.4: WEEKEND DIFFERENTIALS:

Hourly employees working on both Saturday and Sunday will receive an additional \$.50 premium for all hours worked on Sunday.

ARTICLE 6
OTHER WORKING CONDITIONS

SECTION 6.1: MEETINGS:

When an employee is required to attend a meeting by the Employer, this time shall be considered as time worked.

SECTION 6.2: TOOLS AND BOOTS:

A. Tools: No employee covered by this Agreement shall be required to furnish tools of the trade. The Employer shall provide employees who require a knife and gloves to perform their job duties with a knife and gloves, and the Employer will repair or replace them as needed.

B. Boots: The employer shall provide employees who require work boots to perform their job duties with \$75 per year for work boots. Such employees shall be allowed to accrue up to a total of \$225 over a three (3) year period for the purpose of purchasing work boots. In order to receive these funds, employees must provide the Employer with proof of purchase.

SECTION 6.3: TRAVEL TIME AND MILEAGE:

No employee will be required to use their own vehicle by the Employer to make a delivery to a store or a customer. When an employee is required to travel to meetings or

other assignments, such travel time will be considered as work time and, in addition to wages, the employee shall be paid mileage in accordance with the rate specified by the IRS.

SECTION 6.4: DISCOUNTS:

All employees will receive a 20% discount at all TCCP retail locations, subject to terms of the Employer's discount policy. CPW employees will be able to buy from the warehouse at "low price list" prices.

SECTION 6.5: EMPLOYEE EDUCATION:

The Employer will provide all employees with training on the history of co-ops and natural and organic foods. Such training will be conducted on paid work time; the employees attending such training shall be paid mileage in accordance with the rate specified by the IRS if travel to the training site is required. Training will be provided at the Wedge store or at the warehouse for new employees and current employees who have not previously received the training.

The Employer will provide and/or reimburse employees for classes that the Employer and employees mutually agree pertain to the professional development of employees.

The Employer will work to ensure that all employees receive sufficient training. Employees wishing to be trained in other areas of the warehouse will receive such "cross training" only by mutual agreement. A request for cross training will not be unreasonably denied, and the decision as to whether or not to allow an employee to cross train will be based on business needs.

SECTION 6.6: PERSONAL CALLS AND MESSAGES:

The Employer recognizes that employees may occasionally need to place or receive personal phone calls during the course of the workday. Use during work periods will be kept to a minimum so as not to interfere with the performance of work. Employees will be allowed to carry their cell phones and reasonable legal use of cell phones will not be prohibited. Employees will make every effort to use break times to make personal calls or send/receive messages.

SECTION 6.7: NON DISCRIMINATION:

No employee shall be discriminated against because of race, creed, sex, age, color, national origin, disability, marital status, status with regard to public assistance, religion, sexual orientation, or for engaging in protected Union activities.

ARTICLE 7
SENIORITY

SECTION 7.1: DEFINITION OF SENIORITY:

An employee's date of hire shall be defined as the day the employee starts active employment for the Employer as a new hire or the date the employee starts active employment as a rehire.

Bargaining Unit Seniority shall be defined as length of continuous service in the bargaining unit. In the case of two or more employees starting active employment in a classification on the same day their seniority ranking will be determined by lot.

SECTION 7.2: PROBATION:

All newly hired employees will be on probation for ninety (90) calendar days and will thereafter attain seniority with the Employer, with seniority reverting back to the first day of active employment in the bargaining unit.

SECTION 7.3: LAYOFF AND RECALL:

Lay off will be by reverse seniority, with the least senior being the first one to be laid off. Employees on lay-off will be recalled by seniority with the most senior being recalled first.

SECTION 7.4: TERMINATION OF SENIORITY:

An employee's seniority and employment shall be terminated if the employee:

- A. Quits;
- B. Is discharged for cause;
- C. Fails to return from any of the leaves of absences referenced in Article 11 of this Agreement within the time limits contained therein; and
- D. Fails to respond within ten (10) calendar days of the date notice to return to work is registered with the U.S. Mail Services.

SECTION 7.5: JOB POSTING:

The Employer will post all openings for bargaining unit positions for seven (7) calendar days and will promote from within the bargaining unit qualified employees with six (6) months or more seniority. Employees will be allowed to apply and be considered for all openings, if they have the ability and availability to perform the duties required by the position for which they are applying. However, if an employee has received disciplinary action at the suspension level or higher in the six (6) months prior to the time he or she wishes to apply for a posting, the employee shall not be eligible to apply for the posting. The Employer will, through an interview process, determine and select the most qualified candidate for the position. If two (2) or more candidates for a particular position are equally qualified, the Employer will select the most senior candidate.

SECTION 7.6: JOB DESCRIPTIONS:

The Employer will create, maintain and make available complete descriptions for all jobs in the bargaining unit.

SECTION 7.7: SENIORITY LIST:

The Employer will maintain an accurate and up to date seniority list. The list will contain the employee's names, dates of hire, job title and classification. The list will be posted in the break room or other readily accessible agreed upon location.

ARTICLE 8
PAID TIME OFF

SECTION 8.1: VACATION ACCRUAL:

Employees will accrue vacation at the following rates:

<u>Years of Service:</u>	<u>Accrual Rate:</u>	<u>Days of Vacation:</u>
0-2	.0157 hours/hour	4 days
3-5	.0359 hours/hour	9 days
6-9	.0570 hours/hour	14 days
10+	.0789 hours/hour	19 days

*Accruals are based on regular, jury duty, and overtime hours only.

SECTION 8.2: VACATION SCHEDULING:

A. A vacation schedule shall be posted by January 2 and vacations selected on the basis of seniority by January 31 of each year for the period from February 1 through the following January 31. Requests for vacation must be submitted in writing. The approved vacation schedule shall be posted by February 1 of each year.

B. Vacation requested after January 31 will be granted on a first come basis as outlined below.

C. Employees shall be allowed to take their vacations in hourly increments.

D. Requests to use vacation must be made no later than the week prior to the posting of the schedule for the period when the vacation is used.

E. Vacation requests will be granted as mutually agreed to by the Employer and an employee. Vacation requests will not be unreasonably denied, and the decision as to whether or not to grant a vacation request will be based on business needs.

SECTION 8.3: HOLIDAYS:

A. There will be four (4) paid holidays: New Year's Day, Labor Day, Thanksgiving Day, and Christmas Day per calendar year.

B. All full-time employees will be paid eight (8) hours times their straight time rate of pay for each of the listed paid holidays. All salaried full-time employees will be provided a day off on each of the listed paid holidays. All part-time employees will be paid four (4) hours times their straight time rate of pay for each of the listed paid holidays.

C. In order to qualify for holiday pay, an employee must have worked in one of the following: the week before the week in which a listed paid holiday occurs, the week in which the listed paid holiday occurs, or the week after the week in which the listed paid holiday occurs. In addition, the employee must work their scheduled work day before and after the listed paid holiday unless excused by the Employer or absent due to proven illness.

D. If a paid holiday occurs during an eligible employee's vacation, the employee will be paid an additional day's pay or given an additional day off with pay in addition to the vacation pay.

E. Work on listed paid holidays will be staffed with volunteers first. If there are insufficient volunteers, the Employer will schedule the required number of employees by reverse order of seniority by classification. In the event more employees volunteer than are needed to staff a listed paid holiday, the work will be assigned by seniority by classification.

F. Compensation for work on listed paid holidays will be straight time for all hours worked up to eight (8) hours, in addition to holiday pay provided the employee is eligible for holiday pay.

G. There will be three (3) unpaid holidays: Memorial Day, Independence Day, and Christmas Eve. Hourly employees who work on a listed unpaid holiday will be paid at one and one-half (1 ½) their regular rate of pay for all hours worked.

SECTION 8.4: SICK AND SAFE TIME:

All TCCP employees are eligible to accrue paid Sick and Safe Time leave at an accrual rate of .0334 hours per hour worked, with a maximum accrual of 48 hours per year. Unused Sick and Safe Time leave may be carried over to the next year, not to exceed a maximum of 80 hours. Employees begin accruing at the date of hire and can begin using accumulated leave hours after 90 calendar days from date of hire.

The Sick and Safe Time Ordinances are intended to allow employees to care for themselves and family members, making a healthier, more secure, and more productive community. If you plan to use Sick and Safe Time leave for scheduled appointments, notify your supervisor as far in advance as reasonably possible. Employees may be asked to provide a documented explanation to Human Resources for absences more than three consecutive days. For unscheduled Sick and Safe Time leave, please contact your supervisor immediately, prior to your scheduled start time.

Employees can use their leave for all the reasons outlined below:

- **Treatment, recuperation, or preventative care for a medical or mental health condition, illness, or injury.**
- **To seek law enforcement, counseling, or other services for domestic abuse, sexual assault, or stalking. Closure of an employee's place of business for public health reason.**
- **Needs related to medical health, mental health, or physical safety of a family member (child, spouse, domestic partner, parent, grandparent, or member of the household); or unexpected closure of a family member's school or place of care, including inclement weather.**

SECTION 8.5: PAY OUT:

The maximum number of hours an employee may have in their bank at the end of the fiscal year (June 30th) is 160 hours. Any hours in excess of 160 will be forfeited.

Employees will be paid out for all accrued and unused vacation (up to 160 hours) and personal (up to 80 hours) upon termination of employment.

SECTION 8.6: UNPAID TIME OFF:

Employees who have exhausted their Paid Time Off benefits will be allowed to take time off without pay upon verification of need. Such requests will not be unreasonably denied.

ARTICLE 9
DISCHARGE AND DISCIPLINE/JUST CAUSE

SECTION 9.1: JUST CAUSE:

No employee shall be disciplined or discharged except for just cause.

ARTICLE 10
GRIEVANCE AND ARBITRATION

SECTION 10.1: GRIEVANCE:

A. When a grievance arises, the employee (with or without a Union representative) may attempt first to settle the matter with that employee's immediate supervisor. In the event that this is unsuccessful, the representative of the Union shall be called so that the matter may be settled without loss of time to either party.

B. If the grievance cannot be resolved on a local level, a representative of the Employer and a representative of the Union shall, within seven (7) calendar days, attempt to reach a settlement of the controversy, dispute or disagreement.

C. In the case of wage discrepancies, the Employer agrees to submit to the Union upon request from the Union any and all wage data concerning same.

D. Grievances regarding discharge or discipline without just cause must be filed in writing with the Employer and the Union within fifteen (15) calendar days after the receipt of the discharge notice and thirty (30) calendar days after the receipt of any discipline by the employee. Any other claimed grievance of any kind to be acted upon or accepted as valid for any reason must be filed in writing with the Employer and the Union within thirty (30) calendar days after the employee has knowledge of the occurrence giving rise to the grievance. Regardless of the date of filing, the employee will receive the full back pay to which the employee is entitled for a valid grievance and shall be collectable over a period of time covering two (2) years or back to the effective date of the Agreement, whichever is more.

E. Any controversy over the interpretation of or the adherence to the terms and provisions of this Agreement, including all claims for wages which cannot be settled by negotiations, shall be submitted to arbitration by either party notifying the other involved in writing of its desire to do so. Notification of desire to submit the grievance to arbitration must be made within thirty (30) calendar days following exhaustion of A, B, C, and D above.

SECTION 10.2: MEDIATION:

Any discharge or dispute that cannot be resolved under the provisions of Section 10.1 may be referred by mutual agreement to the Federal Mediation and Conciliation Services in an attempt to reach an agreement on a resolution. The party wishing to

submit the dispute or discharge to nonbinding mediation shall do so in writing within fifteen (15) calendar days following the exhaustion of the remedies in Section 10.1. The parties, by mutual agreement, may elect to bypass mediation and refer the matter directly to arbitration.

SECTION 10.3: ARBITRATION:

A. If a dispute or discharge is not resolved by the provisions of Sections 10.1 and 10.2, either party may refer the matter to arbitration by notification to the other party, in writing of their desire to arbitrate the issue.

B. A representative of the Union and a representative of the Employer shall meet and attempt to agree on a neutral third (3rd) party to hear and decide the grievance. If within seven (7) calendar days of notification, the parties cannot agree on a neutral third (3rd) party, either party may petition the Federal Mediation and Conciliation Service (FMCS) for a list of seven (7) neutral arbitrators. The parties shall alternately strike from this list until one (1) name remains. That person shall be the arbitrator to hear and decide the grievance.

C. The arbitrator shall meet with the parties to the dispute, hear all evidence in the case or cases referred and render a decision as soon as possible.

D. Each party shall bear the expenses of preparing and presenting its own case. The expenses of the arbitrator shall be equally shared by the parties.

E. There shall be no recourse to any other method of settlement, unless a party fails to accept and comply with the award, in which case the award may be enforced by further action of the party in whose favor such award has been given.

F. The decision of the arbitrator shall be final and binding upon all parties to the dispute.

G. Status Quo: During the period of adjustment or arbitration, as provided in this Article, the conditions in effect at the time of the notification of the claimed grievance shall continue in effect pending final decision.

SECTION 10.4: LIMITATIONS ON ARBITRATOR:

The arbitrator shall not have the authority to decide questions involving the jurisdiction of any Local, or of the International, or which may in any way affect or change the Union security clause, nor shall the arbitrator have the authority to effect a change in, modify or amend any of the provisions of this Agreement.

SECTION 10.5: TIME LIMITS:

The time limits set forth above shall be absolutely mandatory and failure to comply will mean the grievance is void and no consideration will be given to it. The time limits may be extended by mutual agreement.

ARTICLE 11
LEAVE OF ABSENCE

SECTION 11.1: UNPAID PERSONAL LEAVE OF ABSENCE:

A. With the approval of the Employer, an unpaid personal leave of absence that is not covered by other leaves provided in this Agreement may be taken under the following conditions for personal reasons. Time spent on such an unpaid personal leave of absence will not count for accrual of vacation or personal days.

B. Conditions of an unpaid personal leave of absence:

- 1) The employee must have worked for the Employer for at least six (6) months.
- 2) The employee must utilize all unused and accrued paid time off before taking an unpaid personal leave of absence.
- 3) Whenever possible, the employee should notify the Employer at least three (3) months in advance of when the employee desires to start their unpaid personal leave of absence.
- 4) The employee's health insurance, dental insurance, and other benefits will be discontinued during the period of unpaid personal leave of absence, subject to the employee's right to continue certain benefits at their expense pursuant to COBRA.
- 5) The employee will be allowed to take an unpaid personal leave of absence only by mutual agreement. A request to take an unpaid personal leave of absence will not be unreasonably denied, and the decision as to whether or not to allow an employee to take an unpaid personal leave of absence will be based on business needs.
- 6) If approved, an unpaid personal leave of absence will be granted for thirty (30) days and, subject to further approval, may be renewed in thirty (30) day increments, up to a maximum of six (6) months.
- 7) Upon the expiration of an initial thirty (30) day unpaid personal leave of absence, the Employer will reinstate the employee to the position and hours the employee held prior to taking the unpaid personal leave of absence. Upon the expiration of any unpaid personal leave of absence beyond the initial thirty (30) day unpaid personal leave of absence, the Employer will attempt to reinstate the employee to the position and hours the employee held prior to taking the unpaid personal leave of absence, but reinstatement to the employee's previous position and/or hours is not guaranteed. If the Employer is not able to reinstate an employee to their previous position and hours upon the expiration of any unpaid personal leave of absence beyond the initial thirty (30) day

unpaid personal leave of absence, for a period of six (6) months following the expiration of that unpaid personal leave of absence, the Employer will attempt to reinstate the employee to their previous position and hours or to the first available open position provided that the employee is qualified for such open position. Upon the expiration of that six (6) month period, the Employer will have no obligation to reinstate the employee.

8) An employee who fails to return to work on the scheduled date at the expiration of an unpaid personal leave of absence will be considered to have voluntarily resigned, effective as of the employee's last day of work.

SECTION 11.2: FUNERAL LEAVE:

A. After completing the probationary period all employees, shall be entitled to a maximum of three (3) days paid leave when it is necessary to be absent on scheduled work days to arrange for, travel to, or attend the funeral of an immediate family member. Immediate family member is defined as the employees' spouse, parents, step-parents, children, step-children, brothers, sisters, step siblings, mother-in-law, father-in-law or grandparents. In the event of the death of a spouse, or domestic partner, the employee shall be entitled to a maximum of four (4) days funeral leave.

"Domestic Partner shall be defined to mean a person who: 1) is in a committed and mutually exclusive relationship, jointly responsible for the other domestic partner's welfare and financial obligations; and 2) resides with the domestic partner in the same principle residence and intends to do so permanently; 3) is at least eighteen (18) years of age and unmarried; and 4) is not a blood relative of the other domestic partner; and 5) has been in a relationship for six (6) continuous months prior to the date on which the person seeks benefits under this Section.

B. Employees are responsible for limiting their time away from work to those days that are reasonably required for the particular circumstance. Funeral leave may be taken from the day of death through the day after the funeral. The employee must attend the funeral to be eligible for the leave.

C. The last day of the leave will be the day of the funeral; provided, however, that the last day of the leave can be the day after the funeral if the funeral was two hundred (200) miles or more from the employee's residence, and employees will not be entitled to pay for intervening scheduled days off.

D. If the death occurs while the employee is on vacation, the employee will be allowed to extend their vacation by the number of days provided in the leave, or may use their vacation days at a later date.

E. Employees may be granted additional funeral leave by mutual agreement. Employees may use accrued paid time off benefits or take the time unpaid if no paid time off is available.

SECTION 11.3: JURY DUTY:

An employee shall immediately notify the Employer upon receiving a call for jury duty. When an employee is required to serve on a petit jury, the Employer agrees to pay the difference between jury pay and the employee's earnings up to a forty (40) hour week at the employee's straight-time rate of pay for a maximum of ten (10) days.

SECTION 11.4: MILITARY SERVICE:

An employee entering into the military service of the United States shall be entitled to reinstatement as an employee if required by law.

SECTION 11.5: FAMILY AND MEDICAL LEAVE ACT (FMLA)/MINNESOTA PARENTAL LEAVE:

Employees shall not be required to use their paid vacation or personal paid holiday time during any leave period which is covered by the Family and Medical Leave Act and/or Minnesota parental leave.

SECTION 11.6: SCHOOL CONFERENCE AND ACTIVITY LEAVE:

An employee may take up to sixteen (16) hours of leave during any twelve (12) month period to attend school conferences or school activities related to the employee's child. Leave under this policy is unpaid, however the employee may substitute paid time off benefits. The employee should provide as much advance notice as is possible.

SECTION 11.7: VICTIM, WITNESS, AND DOMESTIC ABUSE LEAVE:

An employee who is a victim or witness, who is subpoenaed or requested by the prosecutor to attend court for the purpose of giving testimony, will be provided with reasonable time off from work to attend criminal proceedings related to the victim's case. The employee will be paid for all reasonable time spent away from the warehouse in order to testify.

An employee who is the victim of a violent crime or is the spouse or immediate family member of a victim of violent crime will be provided with reasonable time off from work to attend criminal proceedings related to the victim's case. The employee will be paid for all reasonable time spent away the warehouse in order to attend the proceedings.

Employees who are victims of domestic abuse will be provided with reasonable time off from work to obtain or attempt to obtain a restraining order or protective order. The employee will be paid for all reasonable time spent away from the warehouse in order to attend and obtain such protection.

When it is practical to do so without placing the employee or any member of the employee's family in danger, the employee should provide the Employer with forty-eight (48) hours' notice of the need for these types of leave. The Employer may require verification of the need for these types of leave.

SECTION 11.8: VOTING AND ELECTION LEAVE:

Every employee who is eligible to vote in a primary or general election has the right to be absent from work for the time necessary to appear at the employee's polling place, cast a ballot, and return to work on the day of the election.

The employee must notify their manager one day in advance if he or she intends to take a reasonable amount of time off of work to vote during regularly scheduled work hours. The employee will be paid for all reasonable time spent away from the warehouse to vote.

Employees serving as an election judge will be paid for all reasonable time spent as an election judge; the Employer will reduce these wages by the amount paid to the election judge by the election authority. In order to receive this pay, an employee who serves as an election judge must submit proof of the wages paid to him or her as an election judge to Human Resources.

SECTION 11.9: S.P.U.R.:

The Employer agrees that it will provide a leave of absence for a period of time, not to exceed one (1) year, for an employee requested by the Union to assist the UFCW International or the Local for temporary work as a Union Representative. An employee wishing to take such leave should provide the Employer with thirty (30) days' notice of their desire to take such a leave. It is understood that the Union will make any contributions necessary to continue the employee's participation in Health or Pension programs as provided by the Agreement during this leave of absence.

SECTION 11.10: SENIORITY:

Employees on approved leave will maintain their seniority.

ARTICLE 12 UNION-EMPLOYER COOPERATION

SECTION 12.1: SHOP STEWARDS:

The Union will have the right to appoint a steward(s). In no instance shall the steward(s) be discriminated against for discharging Union duties, provided such duties do not interfere with the regular performance of work for the Employer or in any way interfere with the operation of the business.

SECTION 12.2: UNION VISITATION:

The duly authorized representative of the Union shall be permitted access to the warehouse at reasonable times provided the conduct of the representative does not interfere with the operation of the Employer's business. Whenever possible, the Union representative will provide the Employer with advance notice of any such visit. If advance notice is not possible, the Union representative will check in with the Employer upon their arrival at the warehouse.

SECTION 12.3: LABOR MANAGEMENT COMMITTEE:

A committee composed of no more than three (3) Union representatives and an equal number of Employer representatives shall be established for purposes of discussion and resolution of any problems occurring under the terms and conditions of this Agreement. Such committee shall meet monthly unless mutually agreed otherwise. This language does not preclude the use of the normal grievance procedure contained in Article 10.

SECTION 12.4: BULLETIN BOARD :

A space will be provided on a designated bulletin where official Union notices originating from the Union offices may be posted.

SECTION 12.5: EMPLOYEE SAFETY:

A safety committee composed of no less than one Union steward and one employee from each area of the warehouse selected by the Union and an equal number of management representatives, unless mutually agreed otherwise, will meet at least quarterly to address safety conditions in the warehouse. Notes of the any safety committee meetings will be kept and a copy provided to the Union.

When a perceived safety condition occurs, it shall be immediately reported to a safety committee member who, in turn, shall report the problem to the appropriate supervisor. If action is not taken to eliminate the perceived safety concern or if the supervisor does not agree that a safety problem exists, the safety committee member or the Union steward has the right to report the problem to the Warehouse Manager. If the Union steward or committee member is not satisfied with the response from the manager or the latter's designee, the Union steward or committee member may address the problem through the grievance and arbitration process.

SECTION 12.6: SEARCH OF EMPLOYEE VEHICLES:

The Employer will not search an employee's vehicle, person, personal property or locker without express permission from the employee. No search of any kind shall be conducted without this permission except by a duly recognized agent of law enforcement and as legally permitted or required by law as part of a criminal investigation.

ARTICLE 13
DRUG AND ALCOHOL POLICY

The Employer shall conduct drug and alcohol testing of all employees who are covered by the Department of Transportation regulations for commercial motor vehicle drivers.

ARTICLE 14
HEALTH/DENTAL/VISION INSURANCE

During the term of this Agreement, the Employer will make available to employees covered by this Agreement the health, dental, and vision benefit plans that it may provide to employees not covered by this Agreement. In order to participate in such plans, employees must satisfy the eligibility requirements of those plans. Insofar as possible, all the terms of the health, dental, and vision benefit plans as they exist and are amended from time to time for employees not covered by this Agreement shall be applied to the employees covered by this Agreement. As soon as administratively possible, but always prior to each plan's annual open enrollment period, the Employer will provide the Union with any changes to the premium. The Union agrees and acknowledges that the Employer may, in its sole discretion, automatically and unilaterally apply to employees covered by this Agreement any changes in the terms of the health, dental, and vision benefit plans that are applied to employees not covered by this Agreement during the term of this Agreement. Should the Employer choose to eliminate the health, dental, and/or vision plans referred to in this Article, before doing so, the Employer agrees to meet with the Union to negotiate the effects of any such plan elimination.

ARTICLE 15
SHORT/LONG TERM DISABILITY INSURANCE

During the term of this Agreement, the Employer will make available to employees covered by this Agreement the short and long term disability benefit plans that it may provide to employees not covered by this Agreement. In order to participate in such plans, employees must satisfy the eligibility requirements of those plans. Insofar as possible, all the terms of the short and long term disability benefit plans as they exist and are amended from time to time for employees not covered by this Agreement shall be applied to the employees covered by this Agreement. The Union agrees and acknowledges that the Employer may, in its sole discretion, automatically and unilaterally apply to employees covered by this Agreement any changes in the terms of the short and long term disability benefit plans that are applied to employees not covered by this Agreement during the term of this Agreement. Should the Employer choose to eliminate the short and long term disability benefit plans referred to in this Article, before doing so, the Employer agrees to meet with the Union to negotiate the effects of any such plan elimination.

ARTICLE 16
LIFE/AD&D INSURANCE

During the term of this Agreement, the Employer will make available to employees covered by this Agreement the life and accidental death and dismemberment plans that it may provide to employees not covered by this Agreement. In order to participate in such plans, employees must satisfy the eligibility requirements of those plans. Insofar as possible, all the terms of the life and accidental death and dismemberment plans as they exist and are amended from time to time for employees not covered by this Agreement shall be applied to the employees covered by this Agreement. The Union agrees and acknowledges that the Employer may, in its sole discretion, automatically and unilaterally apply to employees covered by this Agreement any changes in the terms of the life and accidental death and dismemberment plans that are applied to employees not covered by this Agreement during the term of this Agreement. Should the Employer choose to eliminate the life and accidental death and dismemberment plans referred to in this Article, before doing so, the Employer agrees to meet with the Union to negotiate the effects of any such plan elimination.

ARTICLE 17
PROFIT SHARING

During the term of this Agreement, the Employer will make available to employees covered by this Agreement the profit sharing plan that it may provide to employees not covered by this Agreement. In order to participate in such plans, employees must satisfy the eligibility requirements of those plans. Insofar as possible, all the terms of the profit sharing plan as they exist and are amended from time to time for employees not covered by this Agreement shall be applied to the employees covered by this Agreement. The Union agrees and acknowledges that the Employer may, in its sole discretion, automatically and unilaterally apply to employees covered by this Agreement any changes in the terms of the profit sharing plan that are applied to employees not covered by this Agreement during the term of this Agreement. Should the Employer choose to eliminate the profit sharing plan referred to in this Article, before doing so, the Employer agrees to meet with the Union to negotiate the effects of any such plan elimination.

ARTICLE 18
401(k)

During the term of this Agreement, the Employer will make available to employees covered by this Agreement the 401(k) plan that it may provide to employees not covered by this Agreement. In order to participate in such plans, employees must satisfy the eligibility requirements of those plans. Insofar as possible, all the terms of the 401(k) plan as they exist and are amended from time to time for employees not covered by this Agreement shall be applied to the employees covered by this Agreement. The Union agrees and acknowledges that the Employer may, in its sole discretion, automatically and unilaterally apply to employees covered by this Agreement any changes in the terms of the 401(k) plan that are applied to employees not covered by this

Agreement during the term of this Agreement. Should the Employer choose to eliminate the 401(k) plan referred to in this Article, before doing so, the Employer agrees to meet with the Union to negotiate the effects of any such plan elimination.

ARTICLE 19
SEVERABILITY CLAUSE

If any part of this Agreement is held to be in violation of any federal or state law, rule, or regulation, the provision(s) held to be invalid shall be of no force and effect, but all of the other provisions of this Agreement shall continue to be binding on the parties hereto.

In the event any provision(s) is held or determined to be invalid, the Employer and the Union agree to meet within thirty (30) days following such holding or determination for the purpose of negotiating a substitute provision(s) to replace the provision(s) found to be invalid. It is agreed, however, that both the Employer and the Union shall have the right to appeal any decision that a provision(s) of this Agreement violates a federal or state law, rule, or regulation.

ARTICLE 20
MANAGEMENT RIGHTS

Except as expressly modified or restricted by the express terms of a specific provision of this Agreement, all managerial rights, prerogatives, and functions are retained by the Employer. The Employer shall have the right to establish reasonable rules pertaining to the operation of the warehouse and permissible conduct of employees, subject to the grievance and arbitration process.

ARTICLE 21
NO STRIKES-NO LOCKOUTS

SECTION 20.1: NO STRIKES:

In consideration of the Employer's commitment as set forth in Section 20.2 of this Agreement, the Union and its members shall not engage in, authorize, assist, encourage, or conduct any strike, sympathy strike, slowdown, work stoppage, or any other interference with or interruption of work at the Employer's operations during the term of this Agreement. Any violation of this Section by an employee shall constitute just cause for disciplinary action up to and including discharge. Any disagreement regarding whether or not a violation of this Section has occurred may be processed through the grievance procedure set forth in Article 10.

SECTION 20.2: NO LOCKOUTS:

In consideration of the Union's commitment as set forth in Section 20.1 of this Agreement, the Employer shall not lock out employees during the term of this Agreement.

ARTICLE 22
TERM OF AGREEMENT

This Agreement and any Addendums shall take effect October 1, 2021 and shall continue in full force and effect through September 30, 2024 and shall continue from year to year thereafter unless either party serves notice in writing upon the other party sixty (60) days prior to the expiration date of its desire to terminate, modify or amend provisions of this Agreement, at which time either party desiring a change shall notify the other party in writing of the specific Sections or Articles they are desirous of changing so that negotiations may be started as early as possible during the sixty (60) day notice period. All attached Appendices are made a part hereof.

Dated this 13 day of DECEMBER 2021.

For the Employer:

Twin Cities Co-op Partners d/b/a
Co-op Partners Warehouse

Name [Signature]

Title HR Director

For the Union:

United Food and Commercial
Workers Local No. 1189

Name [Signature]

Title SECRETARY-TREASURER

Appendix "A"
Wage Rates, Salaries, and Additional Hourly Premiums

General Warehouse Base Rate:

Years of Service	<u>10/1/21</u> <u>Grade 1</u>	<u>10/1/21</u> <u>Grade 2</u>	<u>10/1/21</u> <u>Grade 3</u>	<u>10/1/21</u> <u>Grade 4</u>	<u>10/1/21</u> <u>Grade 5</u>
0	\$16.50	\$17.25	\$18.00	\$18.50	\$19.50
1	\$17.00	\$17.75	\$18.50	\$19.00	\$20.00
2	\$17.50	\$18.25	\$19.00	\$19.50	\$20.50
3	\$18.00	\$18.75	\$19.50	\$20.00	\$21.00
4	\$18.50	\$19.25	\$20.00	\$20.50	\$21.50
5	\$19.00	\$19.75	\$20.50	\$21.00	\$22.00
6	\$19.50	\$20.25	\$21.00	\$21.50	\$22.50
7	\$20.00	\$20.75	\$21.50	\$22.00	\$23.00
8	\$20.50	\$21.25	\$22.00	\$22.50	\$23.50
9	\$21.00	\$21.75	\$22.50	\$23.00	\$24.00
10	\$21.50	\$22.25	\$23.00	\$23.50	\$24.50
11	\$22.00	\$22.75	\$23.50	\$24.00	\$25.00
12	\$22.50	\$23.25	\$24.00	\$24.50	\$25.50
13	\$23.00	\$23.75	\$24.50	\$25.00	\$26.00
14	\$23.50	\$24.25	\$25.00	\$25.50	\$26.50
15	\$24.00	\$24.75	\$25.50	\$26.00	\$27.00
16	\$24.50	\$25.25	\$26.00	\$26.50	\$27.50
17	\$25.00	\$25.75	\$26.50	\$27.00	\$28.00
	Warehouse Associate 1 Sales Associate	Warehouse Associate 2 Sales Associate 2	Warehouse Associate 3 Sales Associate 3	Sourcing 1 Inventory Control Driver Class C Sustainability Assit. Bookkeeper	Sourcing 2

Years of Service	<u>10/1/21</u> <u>Grade 6</u>	<u>10/1/21</u> <u>Grade 7</u>	<u>10/1/21</u> <u>Grade 8</u>	<u>10/01/21</u> <u>Grade 9</u>
0	\$20.00	\$21.00	\$21.50	\$25.00
1	\$20.50	\$21.50	\$22.00	\$25.50
2	\$21.00	\$22.00	\$22.50	\$26.00
3	\$21.50	\$22.50	\$23.00	\$26.50
4	\$22.00	\$23.00	\$23.50	\$27.00
5	\$22.50	\$23.50	\$24.00	\$27.50
6	\$23.00	\$24.00	\$24.50	\$28.00
7	\$23.50	\$24.50	\$25.00	\$28.50
8	\$24.00	\$25.00	\$25.50	\$29.00
9	\$24.50	\$25.50	\$26.00	\$29.50
10	\$25.00	\$26.00	\$26.50	\$30.00
11	\$25.50	\$26.50	\$27.00	\$30.50
12	\$26.00	\$27.00	\$27.50	\$31.00
13	\$26.50	\$27.50	\$28.00	\$31.50
14	\$27.00	\$28.00	\$28.50	\$32.00
15	\$27.50	\$28.50	\$29.00	\$32.50
16	\$28.00	\$29.00	\$29.50	\$33.00
17	\$28.50	\$29.50	\$30.00	\$33.50
	Operation Team Lead Bookkeeper Operation Team Lead (office)	Driver Class B	Sourcing 3 Truck Driver Lead Marketing/Special Projects	Sourcing 4

Stackable Premiums (can be added to other premium wages)

Head Ripener \$3.00

Ripening Assistant \$1.00

Salaried members will receive a 2.5% increase to their salary on their anniversary date

Top of Scale and Overscale will receive a \$0.50 increase on their anniversary date

Salaries:

	Year 1	Year 2	Year 3
Produce Buyer	\$66,590.52	\$68,255.28	\$69,691.63

Letter of Agreement
By and Between
UFCW Local 1189
And
Twin Cities Co-op Partners d/b/a Co-op Partners Warehouse

The Employer agrees to the following:

1. Employee representatives of the bargaining unit members will be allowed to make an annual presentation to the Board and no less than fifteen (15) minutes will be allocated on the agenda for this presentation.
2. To provide for greater transparency, minutes from all Board meetings will be posted and retained in a binder for all employees to access.
3. Employee owners may attend any Board meeting with twenty-four (24) hour notice
4. e. Individual owners can present to the Board with such prior notice.

Letter of Understanding
By and Between
UFCW Local 1189
And
Twin Cities Co-op Partners d/b/a Co-op Partners Warehouse

Sick/Call-in Line

The Employer and the Union agree to the following:

As soon as practicable, the Employer will establish a Sick/Call-in phone line. The intent of the call-in line is for early shift employees to be able to call out sick prior to the arrival of a supervisor management at the warehouse. It is understood that the call-in line is not meant to replace calling a supervisor or member of management directly when one or more is available at the warehouse.

Dated this 13 day of DECEMBER, 2021.

For the Employer:

Twin Cities Co-op Partners d/b/a
Co-op Partners Warehouse

Name [Signature]

Title HR Director

For the Union:

United Food and Commercial
Workers Local No. 1189

Name [Signature]

Title SECRETARY-TREASURER