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EMPLOYEES' RETIREMENT SYSTEM
HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND
OFFICE OF THE PUBLIC DEFENDER

ADMINISTRATIVE AND RESEARCH OFFICE
BUDGET, PROGRAM PLANNING AND
MANAGEMENT DIVISION
FINANCIAL ADMINISTRATION DIVISION
OFFICE OF FEDERAL AWARDS MANAGEMENT (OFAM)

July 12, 2017

FINANCE MEMORANDUM

MEMO NO. 17-07

TO: All Department Heads

FROM: Wesley K. Machida /s/
Director of Finance

SUBJECT: Non-Salary Collective Bargaining Cost Data Reminder

The Department of Budget and Finance (B&F) staff prepares estimates for collective bargaining (CB) costs. Departments provide data for non-salary CB cost items. This data will be used in the development and evaluation of CB proposals, and eventually in departmental allocation of CB appropriations. It is anticipated that the data (FY 18) for the next round of negotiations will be requested in May 2018 and will need to be provided in early August 2018.

Due to changes in the detail level of data that needs to be collected, reminders are being sent now so necessary data can be tracked over the course of the fiscal year. Because of Act 152, SLH 2012, many payments to employees, other than base salaries, are no longer included as part of compensation for pension purposes for employees hired after June 30, 2012. Because these employees now make up a significant portion of the workforce, data for cost items subject to pension accumulation for other employees needs to be tracked by the percentage of post FY 12 employees for each bargaining unit for each cost item. Examples of cost items for which this information is needed are overtime, night shift differential, and stand-by. A more extensive list is attached. Unless adjustments are made for this change, CB cost estimates will be overstated.

We appreciate your continued cooperation in tracking this data so accurate FY 18 summaries can be provided in a timely manner. If there are any questions, please have your staff contact Mr. Ralph Schultz at 586-1841.

Attachment

c: Administrative Service Officers

List of Items Not Subject to Pension Accumulation Only for Post FY 12 Employees

<u>Cost Item</u>	<u>Measure(s)</u>	<u>Notes</u>
1. Charge Nurse	Hours	
2. Night Alarm Premium	Hours	BU 11 only.
4. Night Shift Differential	Hours	
5. Overtime Payments	Dollar Amount	
6. Rank-for-Rank	Dollar Amount	BU 11 Only.
7. Standby Pay	Number of days	
8. Weekend Differential (Estimated Unit 9 only)	Number of Hours	FB18-19 Union proposal - not paid in FY 18.
9. Working Condition Differential		
10. Aerial Observer	Hours	BU 14 only.
11. Canine Decoys	Hours	BU 14 only.
12. Hostage Negotiator	Hours	BU 14 only.
13. Explosive Canine Handler	Hours	BU 14 only.
14. Canine Handlers	Number of Filled Positions	BU 14 only.