

CAPS PROPOSAL

Bargaining Unit: 10

Date: June 15, 2021;
2:01PM

Exclusive Representative: CAPS

Article: 10

Subject: Representational Rights

10.10 Employee-Union Orientation

- A. CAPS representatives and staff shall be given the opportunity to meet with each employee new to Unit 10 during normal working hours for orientation and onboarding of the employee on their employment status, rights, benefits, duties, responsibilities or other employment-related matters, and the role of CAPS, consistent with Section 10.2, without loss of compensation to the employee or CAPS representatives.
- B. CAPS shall receive not less than 10-days' notice in advance of a regularly scheduled new employee orientation and/or employee orientation sessions with the location, date, format (in person and/or virtual medium), and timeframe for the Union to address Unit 10 employees. A shorter notice may be provided in a specific instance when there is an urgent need critical to the employer's operations that was not reasonably foreseeable. A list of Unit 10 employees anticipated to attend will be provided prior to the orientation, if practicable.
- C. CAPS representatives and staff shall have the opportunity to meet with Unit 10 employees for up to one (1) hour during any regularly scheduled orientation session for orientation to the MOU and the Union. It is understood that the one (1) hour is for the Union's presentation and shall not be counted against reasonable state travel time to and from the presentation.
- D. If a department does not hold an orientation within 30 days of hire, each Unit 10 employee shall be given the opportunity to meet with a CAPS representative and staff for one (1) hour during normal working hours for orientation to the MOU and the Union.