



C	OLLECTIVE
B	ARGAINING
A	GREEMENT

July 1, 2018 - June 30, 2023
SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 1107



COLLECTIVE BARGAINING AGREEMENT

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Appendix A
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Article 1 AGREEMENT

1.1 – Term of Agreement

- a. This Agreement is made and entered into this 30th day of June 2018, by and between the Service Employees International Union/SEIU Local 1107, hereinafter referred to as the "Union" and the Las Vegas Convention and Visitors Authority, hereinafter referred to as "Authority."
- b. This Agreement will be effective July 1, 2018, and will remain in effect until June 30, 2023. No changes, amendments, modifications, or termination of this agreement shall be made unless mutually agreed upon by the parties, after providing timely notice of intent and pursuant to the provisions of Chapter 288 of the Nevada Revised Statutes (NRS). The terms and provisions of this agreement shall remain in full force and effect until a successor agreement can be reached.

1.2 – Joint Meetings

- a. In order for the Union and the Authority to maintain close liaison with each other to provide mutual attention to the administration and application of this Agreement, the parties agree to meet, if requested by either party, and to have those persons in attendance who are responsible for the matters set forth herein.
- b. This article does not preclude informal discussion between the parties of any matter which is not subject to negotiation or contract. Any such informal discussion is exempt from all requirements of notice or time schedule.

1.3 – General Savings

- a. If any provision of this Agreement or any application of the Agreement to any person or persons covered herein be found contrary to federal law or the NRS, the provision or application will be deemed invalid except to the extent permitted by law, but all other provisions of this Agreement will continue in full force and effect.
- b. If there is any change in federal law or the NRS that would invalidate or supplement any provision of this Agreement, excluding changes in Chapter 288 of the NRS, the parties will meet to negotiate any change in the Agreement relative to the affected provisions only.
- c. In the event Chapter 288 of the NRS is amended, the Authority and the Union, through a committee of not more than 5 representatives each, will meet within 30 days of such passage to informally discuss the ramifications, if any, on this Agreement.
- d. It is intended by the provisions of this Agreement that there be no abrogation of the duties, obligations, or responsibilities of the Authority expressly provided for by federal law, state statutes, and local ordinances, except as expressly limited herein.

1.4 – Intent

- a. It is the purpose of this Agreement to: (1) promote and provide a responsible labor relations policy between the Authority and employees covered herein, (2) secure an orderly and equitable disposition of grievances which may arise under the Agreement, and (3) set forth the full and entire understanding of the parties reached as a result of good faith negotiations regarding the wages and other specified conditions of employment of employees covered by this Agreement.
- b. The parties recognize and agree that (1) the tourism and convention business is vital to the economy of Southern Nevada and is the primary mission of both the Authority and the Union and (2) any direct communication to tourists and conventioners that there is labor unrest or instability could be disruptive to our economy.

1.5 – Attempts to Influence

In recognition of Section 1.4, the parties agree:

- a. That attempts to influence the collective bargaining process will only be directed toward the employees of the Authority and their Union affiliates, Authority management, and the indigenous population within the State of Nevada.
- b. The Union agrees to provide the Authority a listing of its affiliations and update the list when changes occur.
- c. The parties pledge to not attempt to appeal to tourists or conventioners to influence the collective bargaining agreement, the collective bargaining process, or anything within the jurisdiction of Chapter 288 of the NRS.

1.6 – Informational Picketing

- a. Prior to conducting any informational picketing or rallies, the Union and the Authority will meet within 2 days of the Union's notification to the Authority to discuss the time, place, and reasons. Informational pickets or rallies will not take place any earlier than 5 working days after the meeting.
- b. Informational picketing or rallies will be restricted from the following locations:
 1. The sidewalk or public right-of-way adjacent to any facilities whose primary function is tourism or conventions;
 2. Any public sidewalk or street which is generally traveled by a tourist or conventioner (i.e., Paradise Road, Las Vegas Boulevard, Sahara Avenue, Flamingo Road, Tropicana Boulevard, or Fremont Street);
 3. The facilities operated by the Authority.

1.7 – No Strike/No Lock-Out

- a. The Union agrees not to strike, nor to endorse, support, assist, or encourage in any way any individual employee or group of employees to participate in any strike.
- b. The Authority agrees not to lock out employees under any circumstances.

1.8 – Discrimination Prohibited

Neither the Authority nor the Union will discriminate against any employee covered by this Agreement in a manner which would violate the NRS, Chapter 613.330.

1.9 – Union Membership or Activity

Neither the Authority nor the Union will interfere with the right of employees covered by this Agreement to become or not become members of the Union, and there will be no discrimination against any such employees because of lawful Union membership or non-membership activity or status.

1.10 – Cooperation

- a. Core Values. The Union and the Authority agree to conduct discussion regarding the contract and pledge communication to their respective members to be in agreement with these core values: loyalty, trust, excellence, respect, integrity.
- b. Favoritism. The Union and the Authority agree that favoritism is not to be used in the application of this contract or in the dealings between all the employees of the Authority.

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Article 2 RECOGNITION

2.1 – Collective Bargaining Recognition

- a. The Authority hereby recognizes the Union as the sole and exclusive collective bargaining representative of Authority employees assigned to the classifications listed in Appendix A who are eligible to be represented by the Union except as limited by Section 2.2 of this article. Any proposed additions or deletions to these classifications will be furnished to the Union for review and comment prior to any formal action by the Authority. Both parties recognize that the Union retains its right to appeal under the provisions of NRS 288.170.
- b. As described herein, this contract covers 2 bargaining units, which were established pursuant to the procedures as contained in NRS 288. For simplicity purposes only, the parties have combined all contract terms applicable to each bargaining unit under this one agreement. Nevertheless, it is the express intention of both parties that each bargaining unit will be deemed to have its own collective bargaining agreement with the relevant terms separately applicable to each. Thus, each article contained herein will have its appropriate and separate application as to the non-supervisory unit and/or as to the supervisory unit.

2.2 – Employees Excluded from the Bargaining Unit

- a. Authority employees who are excluded from the bargaining unit are as follows:
 1. Those employees certified to another bargaining unit or as required under the provisions of Chapter 288 of the NRS
 2. Administrative employees
 3. Confidential employees
 4. Temporary employees
 5. Part-time employees
 6. Volunteers
 7. Intermittent employees
- b. The Authority will not utilize a series of temporary and/or intermittent employees in essentially the same position in order to avoid a position's placement in the bargaining unit.

2.3 – New Hires

Newly hired employees who have not completed their introductory period are not excluded from the bargaining unit.

2.4 – Member Information

- a. The Authority will provide quarterly to the Union the names, dates of hire, wage rates, classifications, departments, addresses, and phone numbers of all members of the bargaining unit, including each new hire who is known to be eligible for inclusion in the unit. All information will be provided in an electronic format mutually agreeable to each of the parties.
- b. The Authority will allow the Union 30 minutes to present information at each new hire orientation and only Human Resources staff will be present.
- c. Errors or omissions will not constitute a violation of this Agreement for any purpose.
- d. All information is furnished for the exclusive use of the Union and will not be used for any other purpose or be given to any other person or organization without the express written approval of the employee involved.

Article 3

MANAGEMENT RIGHTS

3.1 – Intent

All rights and responsibilities of the Authority granted by applicable federal, state, or local laws, regulations, or ordinances which are not specifically modified by this Agreement will remain the exclusive management rights of the Authority.

3.2 – Sole Authority

The Authority is entitled, without negotiation, to the sole right and authority to operate and direct the affairs of the Authority in all its various aspects. Those rights include, but are not limited to, the following:

- a. Hire, direct, assign, train, transfer, coach, take disciplinary action against, suspend, or terminate any employee, except as otherwise contained in this contract, but excluding the right to assign or transfer an employee as a form of discipline.
- b. Reduce in force or lay off any employee because of lack of work or lack of money, subject to the provisions of the NRS and this Agreement.
- c. Determine the number of positions, classifications, and departments to be affected by a layoff.
- d. Determine appropriate staffing levels and work performance standards within safety considerations.
- e. Determine the content of the workday including, without limitation, work load factors within safety considerations.
- f. Determine the quality and quantity of services to be offered to the public and the means and methods of offering those services.
- g. Extend, limit, curtail or contract out its operations.
- h. The processes, services and materials to be purchased, contracted and subcontracted. Subcontracted shall not apply to the subcontracting out of work covered by this Agreement.
- i. Take whatever actions may be necessary to carry out its responsibilities in situations of emergency, such as a riot, military action, natural disaster, civil disorder, or terrorist action.

3.3 – Negotiation of Non-Mandatory Subjects

The Union acknowledges that with respect to any non-mandatory subjects of bargaining, as defined in NRS 288.150, which are included in this Agreement, the Authority is not waiving or in any way limiting its rights under NRS 288.150 to refuse to bargain over non-mandatory subjects during these or in future negotiations of this Agreement.

3.4 – Temporary Replacements

The Authority, in its sole discretion, may call in a part-time employee to replace an absent employee or temporarily re-assign a full-time employee to replace the absent employee, and will not be subject to the provisions of Article 20 of this Agreement.

3.5 – Uniforms

The Authority reserves the right to determine the employees who are required to wear uniforms and safety shoes and to designate the style and color of the uniform to be worn. The Authority will provide said uniforms at no cost to the employee.

3.6 – Safety Rules

The Authority reserves the right to adopt reasonable safety rules in accordance with OSHA regulations. The Authority will have the right to impose appropriate discipline for the violation of such rules.

Article 4

UNION RIGHTS

4.1 – Union Membership

The Authority and the Union agree that employees eligible for membership in the Union will be protected in the exercise of their right freely and without fear of penalty and reprisal, to form, join, and participate in authorized and legal Union functions. The freedom of such employees to assist the Union will be recognized as extending to participation in the management of the Union in the capacity of a Union officer or representative.

4.2 – Union Representatives

Union representatives will be designated by the Union. The number of representatives allowable will be determined in the following manner:

- a. The Union may designate stewards to perform normal Union representative duties as defined in this Agreement.
- b. While the Union is free to choose its representation from employees, it agrees that the number of representatives from any one department, division, work area, shift or location will not unreasonably hinder effective working relationships or productivity and services.
- c. The Union will notify the Authority, in writing, of the names of the representatives and their respective jurisdictional area, within 30 calendar days of the effective date of any such designation. The jurisdiction of the stewards will be within the sole discretion of the Union, without interference from the Authority, consistent with Section 4.2.b. of this article.
- d. If a Chief Steward is regularly scheduled to be off other than Saturday and Sunday, his/her shift will be changed, at his/her option, for the duration of his/her term to Saturday and Sunday off without loss of pay or benefits. If the change in schedule unduly affects another employee, the Authority and the Union will meet to discuss and resolve the issue.

4.3 – Release From Duty for Union Business

- a. All representatives will notify and request approval for release from duty from their immediate supervisors through the appropriate leave form prior to the release each time they need to conduct Union business. Such leave will occur in increments of 15 minutes or greater.
- b. Representatives will be relieved of duty unless operational demands prohibit granting the request.
- c. Use of representative time will not be abused by the employee and use of said time will not be unreasonably withheld by the immediate supervisor.

- d. An alternate Union representative may serve in the absence of the respective representative who is on authorized leave or is otherwise unavailable.

4.4 – Union Business During Work Hours

- a. Union business conducted by employee and non-employee representatives must be conducted during employee work breaks or lunch periods.
- b. Union business, such as organizing, must not interfere with employee duties.
- c. All representatives must notify and obtain permission from supervision of the employee's department before entering the work area during working hours.

4.5 - Union Bank Hours

- a. For each separate fiscal year covered by the term of this Agreement, the Union will be allocated a total of 500 Union bank hours per bargaining unit for designated Union members to (1) attend monthly steward meetings, conferences, legislative sessions, or conventions and (2) represent employees at any step of the grievance procedure, discipline, demotion, suspension, or termination proceeding/hearing. Employee Management Relations Committee ("EMRC") meetings are not considered union business and bargaining-unit members who attend these meetings will not be required to clock out unless overtime will be accrued. Overtime will not be paid for such meetings. If a representational matter is *de minimis*, e.g., 30 minutes or less, utilization of Union bank hours is not required.
- b. Only one representative will be allowed for investigatory meetings.
- c. Each bargaining unit may transfer unused bank hours to the other bargaining unit.
- d. Per diem and/or cost of travel will not be provided by the Authority. Such Union leave will not be cumulative from fiscal year to fiscal year.
- e. The Authority will not be responsible for any industrial injury claims resulting from activities performed on behalf of the Union away from Authority work locations during normal duty hours.
- f. Union leave bank requests for investigation time will be approved by the Chief Steward.
- g. In addition, the Authority shall release up to one employee at any time to be considered on "Union Leave" for periods of not less than one month and up to six months. Union Leave will constitute a period where the employee stays in straight time paid status with benefits accruing and the Union shall reimburse the employer for wages and all benefits. Union bank time is not included in overtime calculation.

4.6 – Leave for Preparation for Negotiation of Successor Agreement

- a. Eight members of the Union negotiating committee will be granted release time from duty with straight time pay on the days negotiation sessions are held with the authority for the purpose of negotiating the terms of this agreement.
- b. Release time will not amount to more than 8 hours per person, per negotiating session.
- c. Members will be assigned to a Monday through Friday flexible work week for the duration of negotiation sessions. Members regularly assigned to shifts other than the day shift will, throughout the course of negotiations, be rescheduled to the day shift.

4.7 – Bulletin Boards

- a. The Authority will provide reasonable space for the installation of Union bulletin boards, located near employee time clocks, to the Union for posting of materials related to Union business. The cost of the bulletin boards will be borne by the Union with LVCVA to bear the cost of installation. The installation shall be accomplished within 30 days of the Union providing the bulletin board.
- b. No material may be posted on bulletin boards at any time which contain the following:
 1. Personal attacks upon any other member or any other employee.
 2. Scandalous, scurrilous or derogatory attacks upon the management.
 3. Scandalous, scurrilous or derogatory attacks upon a candidate for a partisan political office.
- c. Any materials posted must be dated and initialed by a Steward prior to the posting by a Union representative and a copy of all materials posted must be provided to the senior executive in Human Resources at the time of posting.

4.8 – Employee Personnel File Photocopies

- a. The Authority agrees that each employee and/or his/her representative, upon receipt of a written release for each occurrence, will have the right to review and photocopy materials contained in his/her personnel file or any other documents that are utilized in connection with any discipline undertaken, pursuant to the terms of this Agreement. It is understood that such files will be made available during normal business hours.
- b. The first 10 pages will be copied free of charge; thereafter, each page copied will cost \$1.00.
- c. The Authority will not use written documentation for disciplinary purposes unless the employee has received a copy of it. Disputes concerning the validity of a given document will be processed, in accordance with Article 20.

4.9 – SEIU Officers

- a. If the SEIU President is an employee of the Authority, he/she will be afforded leave without pay, not to exceed 20 hours per calendar week, to accomplish Union business. The scheduling of such leave will not be unreasonably withheld by the immediate supervisor and will not be abused by the employee.
- b. If the SEIU President, Executive Vice President, Secretary, or Treasurer is an employee of the Authority, he/she will be afforded bank time of 416 bank hours to accomplish general Union business.
- c. No more than two SEIU Union officers at any one time will be afforded release time as provided for in this section.
- d. Leave may be utilized in increments of 1 to 8 hours at any one time.
- e. Three days' advance notice will be given so as to provide minimal disruptions.
- f. The Union officers will still be eligible for leave as provided for within other sections of this article (such as, but not limited to, Section 4.3 and Section 4.5). In such case, those hours needed would be deducted from the 416 total bank hours per fiscal year called for by this paragraph. The scheduling of such leave will not be unreasonably withheld by the immediate supervisor and will not be abused by the employee.

4.10 – Employee Deductions

- a. The Authority will deduct monthly from the wages of employees who have signed dues authorization cards for the Union and forward to the proper officers of the Union any monies which the Union advises may be due it from such employees, provided an employee has individually and voluntarily authorized such deductions to be made. The form of authorization will be approved by the Authority and the Union. It is understood that Union dues will be deducted after legally required deductions and/or insurance deductions have been taken.
- b. The Authority agrees not to honor any check off authorizations or dues deduction authorizations executed by any employee in the bargaining unit in favor of any other labor organization or organization representing employees for purposes of negotiation for wages, hours, working conditions, and other fringe benefits for its members unless otherwise authorized by the Local Government Employee Management Relations Board.

- c. The Union agrees to indemnify, defend and hold the Authority harmless against any and all claims or suits that may arise out of or by reason of action taken by the Authority in reliance upon any authorization cards submitted by the Union to the Authority. The Union agrees to refund to the Authority any amounts paid to it in error on account of the payroll deduction provision upon presentation of proper evidence of error or mistake. If there are insufficient wages from which to deduct dues, the Authority will report this to the Union but will not be held responsible for the collection of past dues.
- d. Dues deduction authorization will be irrevocable for a period of one year and automatically renewed each year thereafter commencing October 1, except that authorization may be withdrawn by an employee during the month of October of each year. If dues deduction authorization is not revoked during such period, it will continue until the following October. The above provision will appear on the membership application and dues deduction authorization card.
- e. The Union will certify to the Authority in writing the current rate of membership dues. The Union will notify the Authority of any change in the rate of membership dues 30 days prior to the effective date of such change.
- f. The Authority will not be required to honor any month's deduction on any authorization that is delivered to it later than 7 days prior to the beginning of the second pay period of the month.

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Article 5

TRANSFER OF FACILITY

5.1 – Transfer or Sale of Facility

- a. During the term of this Agreement, if the Authority voluntarily decides to sell or transfer all or a part of the Authority's facilities, the Authority will notify the Union 120 days in advance, unless a shorter period of time is required by the legislature, of the prospective transfer and discuss with the Union the ramifications to Authority employees represented by the Union of the prospective transfer.
- b. The Authority will also notify all prospective owners of the terms and conditions of this Agreement. In the event that the prospective purchaser or transferee intends to use the transferred or conveyed facility or part of any facility for similar uses as now exists, the Authority shall make as a condition of the transfer a requirement that the prospective owner be responsible for making adequate provisions to insure payment for accrued wages and all other accrued economic fringe benefits as of the date of transfer.

5.2 – Facilities

- a. If the Authority should transfer all or a part of any of its facilities, all individual employees will relocate to the Las Vegas Convention Center, or other applicable facility covered by this Agreement. The employer shall endeavor not to lay off any bargaining unit employees as a result of any such transfer.
- b. Each relocated employee will be integrated based on shift bids. For purposes of this Article, a shift bid is defined as days off and hours of work in each department. Shift bids shall be by each entire affected classification.
- c. Department, for purposes of this Article, combines any of the Authority's work locations. In considering requests for shift bid, seniority in the classification will govern.
- d. An employee's classification may be changed as a result of facility integration.

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Article 6

ACROSS-THE-BOARD INCREASES

6.1 – First Year of the Contract

Effective July 1, 2018 (the first day of the first pay period in July), all employees will receive a 2.2% across-the-board increase in base wage rates. Simultaneously, all grades and steps will be increased 2.2% to reflect the increase granted.

6.2 – Second Year of the Contract

Effective July 14, 2019 (the first day of the first pay period in July), all employees will receive a 2.8% across-the-board increase in base wage rates. Simultaneously, all grades and steps will be increased 2.8% to reflect the increase granted.

6.3 – Third Year of the Contract

Effective July 12, 2020 (the first day of the first pay period in July), all employees will receive a 2.8% across-the-board increase in base wage rates. Simultaneously, all grades and steps will be increased 2.8% to reflect the increase granted.

6.4 – Fourth Year of the Contract

The Authority and Union shall negotiate the amount of this increase prior to July 5, 2021.

6.5 – Fifth Year of the Contract

The Authority and Union shall negotiate the amount of this increase prior to July 5, 2022.

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Article 7

STEP PROGRESSION

7.1 – Steps

LVCVA's pay scale for step-and-grade employees has been established at approximately 4% between steps. Due to rounding in calculations, this amount may sometimes be slightly higher or lower.

7.2 – Eligibility for Step Advancement

An employee will be eligible for consideration for a step advancement upon:

- a. successful completion of one year of service to receive the first step increase and
- b. promotion to a higher grade.

7.3 – Effective Date

Step advancements will be effective on the first day of the first pay period following the employee's anniversary date of employment and annually thereafter until the maximum step is reached in that class.

7.4 – Denial of Step Advancement

- a. In the event a step advancement is not granted, the employee affected will be informed in writing by the rating supervisor of the specific reason(s) for denial.
- b. Within 7 days of such notification, the employee may request a review before a Review Committee (which consists of (1) a Vice President from a division other than the employee's, (2) the senior executive in Human Resources, (3) the Chief Steward, and (4) a steward or their designee by submitting a written request to the senior executive in Human Resources.
- c. The Review Committee will meet with the employee and hear the request for review within 2 weeks of receipt of the employee's request.
- d. The Review Committee will either uphold the determination of the step advancement denial or advance the employee one step retroactive to the first day of the first pay period following the employee's anniversary date.
- e. The decision of the Review Committee is final and binding on the parties to this Agreement.

7.5 – Performance Rating

- a. For the purpose of determining eligibility for step advancements, employee must receive an achieves standards or above rating on his/her last performance evaluation.
- b. Below standards performance will result in denial of step advancement.

7.6 – Creditable Service

The following will not be considered as breaks in creditable service necessary to qualify for step advancements:

- a. Authorized military leave, provided that the employee is reinstated within 30 days following honorable or general discharge from military service;
- b. Approved leave under the Family Medical Leave Act;
- c. Authorized leaves of absence without pay of 14 consecutive working days or less within any calendar year;
- d. Authorized leaves of absence with pay;
- e. Authorized Union leave.

7.7 – Step Advancement Delay

When a step advancement is delayed solely through administrative delay or clerical error, or is miscalculated in error, the proper advancement will be made effective retroactive to the date it was due.

7.8 – Step Advancement Retraction

When a step advancement is given in error, the erroneous increase in pay will be recovered from the employee's pay incrementally via the same number of pay periods that elapsed from the date the erroneous increase was posted to when it was discovered.

Article 8 HOURS OF WORK

8.1 – Pyramiding of Pay

Nothing contained in this article will be interpreted as requiring a duplication or a pyramiding of holiday, call back, standby, daily or weekly overtime payments involving the same hours of labor.

8.2 – Regular Shift

All bargaining unit employees will be assigned to a regular shift with defined starting and quitting times, days off, and primary work location.

8.3 – Temporary Transfers (Operational)

- a. Temporary transfers from primary work locations and shift changes within primary work locations may be made for periods of up to 3 months for operational reasons. If the temporary transfer will be more than 5 days in duration, the least senior employee will be transferred or have his/her shift changed, provided that the least senior employee possesses the required knowledge, skills, and ability as determined by the manager to satisfactorily perform all the functions of the position; however, no employee will be temporarily assigned more than once in a 12-month period, unless all other employees in the classification have been transferred.
- b. Exceptions and extensions to the above procedure may be made on a case-by-case basis as determined by the senior executive in Human Resources.

8.4 – Workweek

- a. The normal workweek will consist of 4 or 5 days in the week, Sunday through Saturday, beginning and ending at midnight on Saturday.
- b. Employees are required to work 8, 9, or 10 hours a day for a total of 80 hours bi-weekly.
- c. An employee will not be scheduled for 10 consecutive workdays without a break at the end of the 10th day unless there is an emergency and continued work is approved by the department head.
- d. Employees will be scheduled 2 or 3 consecutive rest days each workweek depending on their schedules.

8.5 – Workday

- a. The normal workday will consist of 8, 9, or 10 consecutive hours of work with an unpaid 1/2-hour meal period (exception Security personnel).

- b. Employees are not permitted to clock in more than 7 minutes before their normal starting times or to clock out later than 7 minutes after their normal quitting times without prior approval of their supervisors. Employees are not permitted to begin work until the actual start of their shifts.
- c. Employees are required to take a lunch or meal break. (Exception - Security personnel).
- d. Employees will receive two 15-minute rest breaks, which are considered time worked. Employees who work 10-hour shifts will receive three 15-minute rest breaks, which are considered time worked.
- e. The schedule of hours for employees will be determined by the department or division to which they are assigned.
- f. Employees will be informed two weeks in advance of his/her scheduled shift and hours of work; however, the Authority and the Union recognize that the needs of our customers may require shorter notice of changes in shifts or adjustments to work hours. The Authority may also give shorter notice of changes in shifts or adjustments to work hours based on unforeseen operational priorities or urgencies.

8.6 – Overtime

- a. Employees are expected to work overtime based on the needs of the Authority. Due consideration will be given to an employee's request to be excused from such work.
- b. Employees required to work beyond the 8, 9, or 10 consecutive hours that are normally scheduled in a workday or beyond 40 hours that are normally scheduled in a workweek will be compensated overtime pay for each such hour worked at a rate of 1-1/2 times the employee's base hourly wage. Overtime pay will be added to the payroll for the period during which work is performed.
- c. Overtime pay will be made in only 1 of 2 categories: (1) compensatory time off ("comp time") or (2) overtime payment. The employee must by his/her own choosing, indicate how payment is to be made.
- d. Customer-paid special event work is offered to Customer Safety personnel on a voluntary basis. Any overtime accrued as a result of Customer Safety personnel voluntarily working a special event will only be paid as overtime payment.
- e. All overtime must be approved and/or authorized in advance by the respective department head or designee.
- f. Overtime work within a classification must first be offered to employees who are regularly assigned such a job and distributed equitably among them, providing they have the ability to perform the available work without training.

- g. Scheduling of overtime shall be filled on a rotating seniority basis per shift, although in cases of unforeseen overtime, management may utilize employees already on shift. The Authority shall maintain and post an overtime seniority list for each department per shift updated each pay period, unless unchanged from the prior pay period. The overtime seniority list shall include the names of employees in each classification in descending classification seniority order and shall include a notation, per pay period, of those employees who either accepted or declined the overtime work.

8.7 – Comp Time

- a. Comp time may be accumulated to a maximum of 100 hours. Any comp time accumulated and not used as of June 30 of each fiscal year will automatically be paid to the employee.
- b. All requests to use comp time must be submitted in accordance with the current PTO approval process.
- c. For the purpose of calculating overtime, comp time does not count towards overtime.

8.8 – Call In/Call Back

- a. When required, the department head or designee may call back to duty one or more employees. Call back pay is defined as compensation earned for returning to his/her work site for duty after the employee has completed his/her shift, departed from the work site, and is off duty for a period of time and is requested to return to his/her work site with less than 12 hours' notice. When an employee is called back, the employee will receive overtime pay for all hours worked on call back or will be compensated for a minimum of 2 hours at time and one-half hours pay, whichever is greater. Call back pay will only be paid for hours worked outside an employee's shift. An employee's regularly scheduled shift will not be changed to accommodate a call back.
- b. In the event the call-in extends into his/her scheduled shift, he/she will receive 1-1/2 times only until the expiration of the 2-hour call-in guarantee.
- c. After the expiration of the 2-hour guarantee, he/she will be paid straight time until the end of his/her regularly scheduled shift.

8.9 – Phone Contact

- a. When an off-duty employee is called for consultation via the telephone or any method and the employee assists the Authority when they are on the phone, each call is considered time worked and is paid minute for minute.
- b. Minutes will be totaled per pay period and, if necessary, rounded up or down to the nearest quarter hour.

8.10 – Standby

- a. Due to staff limitations, it may be necessary for a department head or designee to issue written assignments to employees to be on standby to handle overtime work which may arise during other than normal working hours.
- b. Standby is defined as time in which an employee is required by the department head or designee to be available by telephone or required to carry a radio or cellular phone and be within one hour response capability so that he/she may immediately respond to any calls received.
- c. In the event the employee cannot be contacted, standby pay will not apply.
- d. An employee will be compensated for standby time at the rate of 1/4-hour pay at his/her regular hourly rate for each 1 hour period of standby time.
- e. Employees on standby called to perform work will be compensated for actual hours worked and are not eligible for call-back pay.
- f. Standby pay will be added to the payroll for the period during which work is performed.
- g. Overtime and standby pay will not be paid more than once for the same hours worked. For purposes of this article, accumulated standby time will not qualify for holiday premium or overtime pay.

8.11 – Shift Differential

- a. A shift differential of \$1.00 per hour will be paid to employees who work swing and grave shifts. Shift differential is paid when a shift begins within the hours listed for swing and grave.
- b. A shift is defined as:
 - (1) Day: commencing 4 a.m. to 11:59 a.m.;
 - (2) Swing: commencing 12 p.m. to 7:59 p.m.;
 - (3) Grave: commencing 8 p.m. to 3:59 a.m.
- c. If management requests an employee to work outside the employee's bidded shift, the employee will still receive the shift differential he/she is entitled to based on his/her bidded shift.

8.12 – Acting Pay

- a. The decision to appoint an acting supervisor will be based on business needs as determined by management.
- b. Acting pay shall be paid when an employee is expressly designated to temporarily fill a vacant supervisory position.
- c. Acting pay shall be paid when an employee is expressly assigned to work in a supervisory capacity in the absence of the regularly assigned supervisor.
- d. Acting pay is the amount equal to a 6% salary increase.

- e. Acting pay will be paid for mandatory cross-training as designated by the supervisor. For the purpose of this section, mandatory cross-training does not include assisting in other classifications due to staffing shortages.
- f. The Authority will not attempt to circumvent this article by purposely working employees in such a manner that does not entitle them to acting pay.
- g. The Authority shall determine who is qualified to serve as acting supervisor in a given department. If an acting supervisor is designated, the Authority will post the name of the designated acting supervisor.

8.13 – Premium Pay for Certain Security Personnel

- a. The Authority will pay those Security Officers/Supervisors an additional \$0.50 per hour for time spent performing Field Training Officer (FTO), Certified Firearms Instructors, or Bicycle IPMBA Instructor duties.
- b. The Authority will pay Security Officers/Supervisors who serve as Authority Emergency Medical Technicians (EMTs) an additional \$0.50 per hour.

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Article 9 FILLING OF VACANCIES

9.1 – Exclusive Right of Selection

The Union acknowledges that the Authority has the exclusive right of selection, which is not grievable in accordance with NRS 288.150, paragraph 3.

9.2 – Three-Step Process

The Authority will use a three-step process in filling vacancies: (1) shift bids (employees within the same classification, regardless of location), (2) lateral transfer or promotion, and (3) new hire.

9.3 - Shift Bid

- a. Shift bid is defined as days off, hours of work, and primary work location (i.e., Cashman or Convention Center).
- b. When management determines a vacancy in a bargaining unit position occurs that must be filled, a shift bid will be posted. A bid will be posted in the affected department for a period of 7 calendar days. All employees in the posted classification may submit their interest for the posted shift. Once the bid is closed, management will select the senior employee in the posted classification who meets all criteria for the position.
- c. In considering requests for shift bid, seniority in the classification will govern, unless the senior employee does not meet one or more of the following criteria:
 1. An overall “achieves” or above rating on his/her last evaluation;
 2. Possession of the particular skill(s) of the position, if any, that the Authority has established through policy;
 3. Has not been suspended or demoted within the last 12 months.
 4. Employees will not be granted more than one shift bid within a 90-day period which is the result of filling the original vacancy.
- d. The foregoing criteria (1. through 4.) may be waived by the senior executive in Human Resources.

9.4 – Lateral Transfer or Promotion

- a. After shift bid considerations, the vacancy will be posted for a period of 7 calendar days, unless rescinded, for lateral transfer or promotional opportunity for qualified in-house employees. A copy of the posting will be sent electronically to the Union.
- b. If the vacancy is a hard-to-fill position, the vacancy may be announced as open to the general public during the same time posted for in-house applicants.

- c. All postings will be in areas which are readily available to all employees. The posting will include the minimum job requirements of the opening.
- d. The Human Resources department will screen all requests for transfer/promotion and conduct written or skills tests, if any, based upon the minimum requirements as stated on the job description.
- e. The hiring authority, in consultation with human resources, will make the hiring decision.
- f. Employees with live suspensions are not eligible for lateral transfers and/or promotions.

9.5 – New Hire

If a vacancy is not filled by shift bid, lateral transfer, or promotion, the Authority will fill the position by new hire.

9.6 – Initial Appointment

- a. Initial appointment to positions will be made at the entrance rate for the class, except as approved by the President or designee.
- b. All new hires, not to include supervisory positions, will be subject to an introductory period of 6 months.
- c. All supervisory positions will be subject to an introductory period of one year.

9.7 – Promotions/Transfers

- a. When an employee is promoted, he/she at a minimum will be entitled to a 4% salary increase or entry level of the higher grade, whichever is greater.
- b. A promoted or transferred employee will serve a qualifying period not to exceed 6 months. At the conclusion of the qualifying period, the employee will be given a performance evaluation. Based on the evaluation, the employee will either be accepted or rejected for the position. If rejected, every effort will be made to place the employee in his/her previous classification, or another Authority position for which he/she qualifies. If such placement is not possible and termination of his/her employment is recommended, the employee will be given at least 3 weeks' notice of his/her termination. The employee retains the rights of appeal under the terms of Article 20.13 of this Agreement.
- c. A promoted employee will have the right within the first 15 shifts worked in the new position to elect, in writing, to return to his/her previous position without loss of seniority rights or benefits.
- d. Employees promoted to supervisory positions will have the right at any time within the first 30 shifts worked in the new position to elect, in writing, to return to his/her previous position without loss of seniority rights or benefits.

9.8 – Temporary Transfers (Vacant Positions)

- a. In the case of a critical vacancy as determined by management, temporary transfers and shift changes may be made for periods of up to 3 months. In such event, the least senior employee will be transferred or have his/her shift changed, provided that the least senior employee possesses the required knowledge, skills, and ability as determined by the manager to satisfactorily perform all the functions of the position; however, no employee will be temporarily assigned more than once in a 12-month period, unless all other employees in the classification have been transferred.
- b. Exceptions and extensions to the above procedure may be made on a case-by-case basis as determined by the senior executive in Human Resources.
- c. If a vacancy occurs due to lateral transfer, promotion, demotion, termination, retirement, or death, the vacancy shall be filled in accordance with Section 9.2 of this article.

9.9 – Demotions

When an employee is demoted for disciplinary reasons, s/he will be placed in a classification with a grade and step most compatible with the employee's previous grade and step with at least a 4% decrease in salary. An employee who is demoted must possess the necessary skills, licenses or certifications (if applicable) to perform the demoted position.

9.10 – Job Descriptions

All job descriptions for the employees assigned to classifications listed in Appendix A are incorporated by reference as of the effective date of this Agreement and issued upon request made either to the Authority or the Union. If the Authority determines that a change is needed to any job description in effect as of July 1, 2018, the Authority will furnish to the Union a copy of the modified job description.

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Article 10 HOLIDAYS

10.1 – Paid Holidays

a. Paid holidays will be observed each year as established below:

1.	New Year's Day*	January 1
2.	Martin Luther King Day	Third Monday in January
3.	President's Day	Third Monday in February
4.	Memorial Day	Last Monday in May
5.	Independence Day*	July 4
6.	Labor Day	First Monday in September
7.	Nevada Day	Last Friday in October
8.	Veterans Day*	November 11
9.	Thanksgiving Day	Fourth Thursday in November
10.	Family Day	Day following Thanksgiving Day
11.	Christmas Day*	December 25
12.	Birthday Holiday	As scheduled

b. In addition to the above holidays, any day that may be designated as a national legal holiday by the President of the United States, or a legal holiday by the Governor of the State of Nevada.

10.2 – Holiday Pay

a. An employee who is not scheduled to work on a recognized holiday will be paid an amount equal to 8 hours at his/her base straight-time hourly rate.

b. To be eligible for holiday pay, an employee must be on paid status on the holiday.

10.3 – Holiday Premium Pay

For all hours worked by an employee on any of the holidays specified above, holiday premium will be paid at the rate of 2-1/2 times the rate of pay for the classification as designated.

10.4 – Work Schedule

a. For employees scheduled to work Monday through Friday, holidays will be observed on the dates specified in this section, except when a holiday marked with an asterisk (*) falls on a Saturday or Sunday. If a marked holiday falls on a Saturday, it will be observed the preceding Friday; if it falls on a Sunday, it will be observed the following Monday.

- b. For employees working a schedule other than Monday through Friday, holidays will be observed on the dates specified in this section; or if the holiday falls on an employee's regularly scheduled day off, at the employee's request, his/her days off may be changed in order to afford him/her 3 consecutive days off, one of which will be that holiday which falls on the employee's scheduled day off. Such change will be scheduled by supervision with due consideration given to staffing requirements and will be within the same workweek.
- c. If an employee is scheduled to work on a holiday and calls off (i.e. unable to come to work), s/he will be paid 8 hours straight-time holiday pay for the day and will accrue a no-notice attendance point.
- d. The holiday work schedule shall be filled on a rotating basis by seniority, and employees who are scheduled to work on any holiday shall be notified at least 30 days prior to the holiday they are scheduled to work. The Authority acknowledges the importance of its role in maintaining this holiday work schedule after notification to the employee has been made, and the Union acknowledges that circumstances outside of the control of the Authority occur, such as an event cancellation, room changes, expansion/contraction of the event, which would cause this holiday work schedule to be altered. The parties mutually agree that should these instances occur, the affected employee will be placed back in the holiday work schedule rotation as if he/she had not been contacted or scheduled to work the holiday.

10.5 – Birthday Holiday

The birthday holiday will be taken off in the pay period earned or no later than 60 calendar days following the employee's birthday. If an employee is out on paid status for longer than 60 days from his/her birthday, he/she will be paid for the holiday. Birthday holiday is included in overtime calculation.

10.6 – Holiday During PTO

If a designated holiday is observed during an employee's PTO leave, the employee will be paid 8 hours straight-time holiday pay for the day.

Article 11 PERSONAL TIME OFF

11.1 – Accrual

- a. PTO will accrue bi-weekly based on the service date or adjusted service date of the employee in an amount equal to:
 1. 8 hours per pay period through the 10th year of service;
 2. 10 hours per pay period after 10 years of continuous service.
- b. There will be no cap on the maximum accumulation of PTO; however, upon separation from the Authority, payout will be according to the schedule shown in Section 11.6.

11.2 – Introductory Period

Employees will accrue, but will not be allowed to take PTO until he/she has satisfactorily completed 2 months of introductory period. Employees not completing their introductory period will forfeit accrued PTO.

11.3 – Reporting Requirements

- a. PTO may be used by employees and no reason or justification for use is required; however, supervisor approval is still necessary.
- b. An employee will be subject to progressive disciplinary action for abusive use of PTO. “Abusive” means that he/she has incurred in excess of 12 occurrences of unscheduled PTO in the preceding 12-month period. An “occurrence” is any use of PTO that was not submitted and approved by the supervisor prior to the use of PTO.

11.4 – PTO Submittal

Employee requests will be met whenever possible. Where conflicts between employee requests occur, order of submittal will govern. Once a PTO is approved, there will be no bumping by a senior employee.

11.5 – Sell/Buy Back

- a. Employees are encouraged to use their PTO accrual throughout the year. No later than November 1 of each calendar year, any employee who has a PTO balance at the time of election of at least 500 hours may irrevocably elect to cash-out PTO hours which will be accrued in the next calendar year up to a maximum of 100 hours. Said election must be made in writing, submitted to Human Resources, and specify the eligible PTO hours the employee elects to cash-out. This election is irrevocable and will not carryover from year to year. No PTO which has been previously accrued will be eligible for a cash-out. Any cash-out payments will be made in the last pay period of November of the payroll year following receipt of the irrevocable election and shall be calculated at 100% of the employee's current straight hourly rate of pay.

- b. No previous payouts of PTO will be subject to reversal or reconsideration.

11.6 – Separation of Employment

- a. Upon resignation, release, termination, or other separation action, PTO accrual balances will be paid at the separating employee's current straight hourly rate of pay in accordance with the following policy:
 - 1. Employees with less than 3 years of service who leave the Authority are entitled to payment for unused PTO at the rate of 60% of the balance.
 - 2. Employees with more than 3 years of service who leave the Authority are entitled to payment of a maximum of 100% of the first 300 hours. Any remaining balance above 300 hours will be paid at the rate of 50% of the balance for up to 10 years of service.
 - 3. An employee's PTO separation payoff will increase above 50% at the rate of 1-1/2% for each additional year of consecutive service above 10 to 20 years of service, above 65% at the rate of 3-1/2% for each additional year of consecutive service above 20 up to a maximum of 100% for 30 years of service.
- b. Upon the death of the employee, any accumulated PTO earned through the last day worked will be paid in accordance with the above formula and any applicable NRS regulations.

11.7 – Advanced PTO

Upon approval by the senior executive in Human Resources, an employee may be advanced up to 40 hours of PTO; however, an employee who has taken advance PTO beyond that accumulated at the time of termination will make restitution for such leave, either by deduction from any amount owed by the Authority or by cash refund.

11.8 – Sick Bank Hours

Employees with current sick bank hours can use these hours only in the event their PTO bank has been exhausted and only in the case of an FMLA occurrence. Sick bank hours cannot be used in the annual PTO buy-back program and will not be paid upon separation regardless of years of service.

Article 12 MISCELLANEOUS LEAVE

Purpose

To ensure Authority employees are provided time away from work when possible to handle personal matters or as dictated by law.

Policy

All employees, regardless of position or status, are eligible for medical, military and other leaves of absence in accordance with federal and state laws and the SEIU Collective Bargaining Agreement. Employees are also afforded leaves that are not required by state or federal law.

Employees are required to take available Paid Time Off (PTO) before or concurrent with taking a leave of absence in most instances.

Employees do not continue to accrue PTO hours during any unpaid portion of a leave of absence.

A leave of absence, whether for consecutive working days or on an intermittent basis, must be for a specified period of time with an expected return to work date. An employee whose expected return to work date is extended by a health care provider must promptly notify Human Resources and supply updated documentation from health care provider.

If an employee accepts or engages in other employment while on a medical leave of absence, and such employment conflicts with the employee's stated reason for leave of absence/work restrictions, the employee may be subject to disciplinary action up to and including termination.

When an employee is unable to perform the essential functions of his or her job safely and effectively, Human Resources will engage with the employee to determine if leave is necessary. If it is determined a leave would be an appropriate course of action, the applicable leave process would be initiated.

Some leaves such as FML do not require an employee to specifically ask for a leave to be eligible for such leave. If an employee provides information, intentionally or unintentionally, that demonstrates he or she may be eligible, it is the responsibility of department management to either contact Human Resources for determination or to send the employee to Human Resources for assistance. Timeliness and follow through are imperative, as certain cases, such as FML or ADA, require specified action from the employer under the law.

While on a leave of absence, employees are prohibited from performing any work for the Authority unless otherwise approved by the senior executive in Human Resources. Work would include duties such as e-mail, phone meetings, approvals, etc.

Employees must present a physician's release when returning from any type of medical leave or time away from work for serious medical reasons as requested by management before returning to work.

Employees unable to perform the essential functions of their job due to a work injury covered by workers' compensation will be placed on light duty when practicable. Employees unable to perform the essential functions of their job for reasons other than a work injury, please contact Human Resources for assistance.

Benefits will not accrue during unpaid leave unless in conjunction with benefits granted under FML and Workers' Compensation. Any employee who is on Employee Leave status more than 30 consecutive days will be responsible as of the 31st day (28 for employees covered by the CBA) for reimbursing the Authority for the employee's insurance premium, the total long-term disability insurance premium, and the total dependent coverage insurance premium (if applicable) from that day forward.

Authority Leaves of Absence

- Family and Medical Leave
- Workers' Compensation Leave
- Americans with Disabilities Act (ADA)
- Military Leave
- Employee Leaves
- Bereavement Leave
- Nevada Pregnant Workers' Fairness Act
- Jury Duty Leave

12.1 - Family and Medical Leave

The Family and Medical Leave Act (FMLA) allows qualified employees to take up to 12 weeks of unpaid job protected leave either on a continuous, reduced schedule or intermittent (small amounts of time but no less than 15 minutes) basis.

All employees who have worked for the Authority for at least one year (total accumulated employment) and have worked a minimum of 1,250 hours in the 12-month proceeding the leave request are eligible for Family and Medical Leave (FML).

Leave eligibility under the FMLA is calculated on a "rolling" 12-month period measured forward from the date of any prior FMLA leave taken by an employee.

Qualifying reasons for FML include:

- Employee's own serious health condition.
- To care for an immediate family member (spouse, including same sex spouses/domestic partners, child, parent or in loco parentis relationship) with a serious health condition.
- For the birth and care of a new-born child of the employee within one year of birth.
- Placement of a child with an employee for adoption or foster care.
- To care for an injured or ill service member (up to 26 weeks allowed).
- For a covered family member's active duty or call to active duty in the U.S. armed forces.

Leave for the birth and care of a newborn or adopted child may be taken on an intermittent or reduced schedule basis with the approval of the Chief Human Resources Officer.

FML can be taken on a continuous or intermittent basis totaling 12 weeks per 12-month period.

This may take the form of a reduced weekly work schedule or time off during normally scheduled work hours for medical appointments, treatment or a certified medical incapacity.

An employee taking intermittent leave for planned treatment that interferes with the Authority's business operation may be temporarily transferred to a position with equivalent pay, hours, benefits and conditions for the duration of the leave.

If the need for a leave of absence is foreseeable, employees must provide 30 days' prior written notice. If 30 days is not possible, employees must provide notice as soon as it is practical. Failure to provide notice may be grounds for delay of approval of the leave.

Exempt employees who take a partial day off due to intermittent leave and who do not have PTO available to cover the hours missed will have their salary reduced (docked) by the number of hours missed.

When both spouses are employed at the Authority, they are entitled to a combined total of 12 weeks of FML for:

1. The birth, adoption or foster care placement and in order to care for such child; or
2. To care for a parent with a serious health condition.

Each individual spouse is entitled to 12 weeks leave due to his or her own serious health condition or to care for the serious health condition of his or her child or spouse without counting the leave time taken by the other spouse.

During FML, health benefits for which the employee and his or her family are enrolled are maintained.

Employees who request FML for a qualifying reason involving a serious health issue are required to furnish medical certification. Certification forms are available through Human Resources. The process is as follows:

- If an employee is experiencing absenteeism due to medical reasons or if the employee informs management of a health issue involving the employee or an immediate family member, the employee is to be sent to Human Resources as soon as possible for assistance.
- If the employee meets the eligibility requirements, the employee will work with Human Resources to begin the leave process.
- As required for certain types of leave, the employee must provide a release to Human Resources to initiate the return to work process. Human Resources will continue to work with the employee to determine whether he or she will be able to return to work based on whether the employee can perform the essential functions of his or her job. Under no circumstances should an employee be permitted to return to work until Human Resources has received the required release and confirmed with the Department that the employee may return to work. The release should be submitted to Human Resources a few days before the employee is due back to work to ensure no lost work time for the employee.

12.2 - Workers' Compensation Leave

All employees will be covered by the provisions of the Nevada Industrial Insurance Act (Chapter 616 of the NRS) and the Nevada Occupational Disease Act (Chapter 617 of the NRS) that provide for payment of industrial accident benefits and compensation for partial and temporary total disability (TTD) arising from industrial injuries and occupational diseases.

Please contact Human Resources for questions or assistance.

12.3 - Americans With Disabilities Act (ADA)

An employee who may be a qualified individual with a disability as defined by the ADA may request or be granted an accommodation of a leave of absence. This leave can be in the form of continuous or intermittent time away from work.

Employees who may be in need of leave from work should meet with Human Resources to discuss the issue and determine what action, if any, is needed. The accommodation process is interactive and it may take multiple communications between the Authority and the requesting individual and/or the employee's

healthcare provider before a reasonable accommodation may be reached. Employees are expected to fully cooperate in the accommodation process, including making every effort to provide management with current medical information.

To certify the disability, the Authority may ask for documentation from the employee in order to assess leave requests submitted. The Authority may only communicate directly with an employee's medical provider if he or she signs a Health Insurance Portability and Accountability Act ("HIPPA") release of medical information form or to seek clarification, completion or authentication of previously received medical documents.

Any existing PTO will be taken concurrently with ADA leave.

Any employee who is on ADA leave for more than 30 (28 for employees covered by the CBA) consecutive days will be responsible as of the 31st day for reimbursing the Authority for the employee's insurance premium, the total long-term disability insurance premium, and the total dependent coverage insurance premium (if applicable) from that day forward.

12.4 - Military Leave

Military leave will be granted in accordance with applicable state and federal laws. An employee who is inducted into or enlists in the Armed Forces of the United States or who performs active or inactive duty with the Armed Forces while a member of a reserve component will be granted a military leave of absence. An employee whose period of active service exceeds 15 working days will not receive his/her salary during the military leave.

A reservist employee who is granted a military leave of absence, not exceeding 15 working days in any calendar year to perform active duty for training, will receive his/her base salary. Such military leave will be granted in addition to the employee's PTO.

Copies of military orders must be submitted to the supervisor and to payroll. Orders must be maintained by the supervisor according to the records management schedule. Military leave is paid as straight time and will not be counted as time worked for the purpose of computing overtime. During any week in which Military leave is exercised, the reservist employee shall not be required to work more than forty (40) hours, inclusive of hours devoted to military leave.

12.5 - Employee Leaves

There are two types of Employee Leave; Employee Medical Leave and Unpaid Time Off Leave. Employee Medical Leave and Unpaid Time Off Leave can be used for:

- Assisting employees with personal emergencies, that are not covered by other types of leave, or special requests
- Supplementing other types of leaves as needed
- Employees own illness or injury if the employee is not eligible for FML because he or she has not satisfied the initial eligibility requirements or has already exhausted the leave

12.6 - Employee Medical Leave

An employee medical leave may be granted for employees who have not satisfied the requirements for FML or ADA or have already exhausted the leave. One medical leave is allowed per rolling year.

Employee medical leave can either be triggered on the fourth shift away from work and is retroactive back to the first date of absence, in the instance of not being eligible for various other leaves, or could be applied immediately when a previous leave has been completed. A medical leave can be up to a maximum of 120 days (four consecutive months) in any 12-month rolling-year period. Subsequently, the employee must be placed on long-term disability, PERS disability, PERS retirement or separated from employment with the Authority.

Employee medical leave is unpaid and any accrued PTO or comp time is to be taken concurrently. Employees who are eligible for FML are not eligible to take employee medical leave as a substitute leave to cover a medical condition that would otherwise qualify for FML.

12.7 - Employee Unpaid Time Off Leave

Employees who have exhausted their paid time off (PTO), or comp time, may ask their supervisor for up to five consecutive shifts off without pay.

If an employee is in need of taking off six or more shifts, he or she would be eligible for an employee unpaid time off leave. All requested unpaid time off leaves must be approved by the senior executive in Human Resources.

PTO will not accrue during any unpaid leave of absence. All insurance premiums, if the employee wishes to continue coverage and is eligible, will be his or her responsibility pursuant to plan requirements.

12.8 – Bereavement Leave

Employees requesting bereavement leave to attend a funeral for designated family members will be granted a maximum of four days of leave (four consecutive calendar days for bargaining employee, four consecutive workdays for professional employee). Should any paid holiday as set forth in Article 10 of the SEIU Collective Bargaining Agreement intervene during the aforementioned four-day

Bereavement leave period, it shall still be deemed "consecutive" for purposes of this policy.

Bereavement leave must be taken in full-shift increments and used within 60 days of the death of the family member, unless waived by the senior executive in Human Resources.

Employee must be considered in paid status on all four days of the requested leave in order to be compensated for bereavement leave.

Designated family members include:

- Spouse or domestic partner registered with the state of Nevada.
- Children, stepchildren and grandchildren.
- Brothers/sisters, half-brother, half-sister, and stepbrother/stepsister.
- Parent, stepparent, grandparent and step grandparent.
- In-laws: father, mother, brother, sister, daughter, son (this does not include ex-relatives, such as an ex-spouse or ex-in-laws).

Bereavement shall only be granted once per deceased individual, but if another situation occurs relating to the same individual, the employee may be allowed to use PTO.

When submitting a leave request, employees must include relationship to the deceased in the "comments" field of the leave request. Proof (e.g., obituary, newspaper clipping, funeral/ memorial attendance program, etc.) of relationship must be provided to Human Resources and maintained in Human Resources according to the records management schedule. Bereavement leave is paid at the rate of straight time and will not be counted as time worked for the purpose of computing overtime.

12.9 - Nevada Pregnant Worker's Fairness Act

The law prohibits discrimination based on pregnancy.

Once management is made aware of a pregnancy within their department, he or she is to contact Human Resources for assistance.

Employees who may need a leave as an accommodation for a pregnancy related condition must meet with Human Resources to discuss the need for leave and available options.

12.10 - Jury Duty Leave

Employees who are required to appear for jury duty or subpoenaed to appear as a witness in a court proceeding on scheduled workdays shall be paid their regular wages by the LVCVA. The above provisions do not apply to employees who appear as defendants in criminal proceedings in a matter not related to the LVCVA or to employees called or appearing as a party in civil proceedings unrelated to LVCVA business. Employees are not required to work within eight hours before the time they are required to appear for jury duty.

Employees assigned to shifts other than the day shift will, throughout the duration of their jury duty, be rescheduled to the day shift for the days they serve on the jury. No overtime or shift differential will be paid for jury duty.

Employees are not required to work if jury duty lasts four hours or more on the day of jury duty, including travel time to and from the courthouse. Those employees called as witnesses will report back to work when excused by the court.

Jury duty leave is straight-time pay and will not be counted as time worked for the purpose of computing overtime.

Article 13 LONGEVITY BONUS PROGRAM

13.1 – Eligibility

Bargaining unit employees hired on or before June 30, 2018 will receive longevity bonuses upon completion of 8 full years of creditable service.

Bargaining unit employees hired on or after July 1, 2018 are not eligible for longevity bonuses.

Bargaining unit employees hired on or after July 1, 2018, who are hired in at the Step 0 rate of pay, who progress through the Steps to the Step 8 rate of pay in no less than 8 years of service, and are therefore eligible for the Step 9 rate of pay, shall skip the Step 9 rate of pay and advance directly to the Step 10 rate of pay pursuant to the salary ranges attached as Appendix B, pursuant to Article 7 “Step Progression,” 7.3 “Effective Date,” provided all other Article 7 step progression requirements are met. Employees are entitled to advance in this manner one time only in their career pursuant to the provisions of this Article.

13.2 – Payment

- a. Longevity bonus will be paid annually, in a lump sum amount, on the first working day of the month in which it is due.
- b. Longevity bonus payments will be prorated, as adjusted, for employees terminated for any reason.
- c. Longevity bonus rates for eligible employees hired prior to July 1, 2018 will be paid at the rate of .59 of 1% of the base salary per year for each year of creditable service.

13.3 – Creditable Service for Longevity Bonus Computation

Creditable service includes:

- a. Employment with the Authority in paid status within the bargaining unit.
- b. Any period in which an employee is called into the active military service of the United States Armed Forces involuntarily.
- c. Any period of an approved FMLA, Workers' Compensation, or ADA leave (ADA leave not to exceed 3 months).

13.4 – Rehired Employees

An employee's creditable service will terminate when the employee terminates employment for any reason, except in the situation where an employee is rehired within six (6) months after the effective date of termination, in which case the employee's previous creditable service shall be restored in its entirety.

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Article 14 GROUP INSURANCE

14.1 – Coverage

Medical, dental, vision, and prescription coverage is provided via inter-local agreement with Clark County and HPN.

14.2 – Eligibility

- a. To be eligible for the medical, dental, vision and life insurance plans, employees must meet the necessary qualifying periods associated with the insurance plans.
- b. Any employee who is on an authorized non-FMLA LWOP status for more than 28 consecutive calendar days and subsequently remains on LWOP status will be responsible on the first day of the month following the 28-day period for reimbursing the Authority for all subsequent medical, life, and long-term disability insurance premiums paid on the employee's behalf, including coverage for eligible dependents.
- c. Failure of the employee to pay the amount(s) owed will result in cancellation of coverage(s) retroactive to the end of the last premium period paid. Premiums will be paid in whole-month increments and will not be prorated.

14.3 – Payment of Premium Cost

- a. The Authority will pay 100% of the premium cost of the health, vision, and dental insurance for employees and their dependents.
- b. If the Authority's health insurance premiums increase by 7.5% percent or more in any year of this agreement, the Authority and the Union will reopen this article for negotiation of an employee contribution for dependent health insurance.

14.4 – Basic Life Insurance

The Authority will pay 100% of the premium cost of a group basic life insurance policy, providing to each employee an amount of coverage no less than \$15,000.

14.5 – Long-Term Disability Insurance

The Authority will provide long-term disability (LTD) insurance for employees. Employees must meet the qualifying requirements associated with the plan.

14.6 – Excess Premiums

- a. Should the Authority be unable to recover any excess premiums paid to an insurance carrier due to an employee's failure to notify the Authority of eligibility changes, the employee will be responsible for reimbursing the Authority for the excess amount.
- b. The employee is also subject to progressive disciplinary action.

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Article 15 EDUCATIONAL ASSISTANCE

15.1 – Funds

Educational assistance will only be authorized if funds are available.

15.2 – Courses of Study

Educational assistance will be provided only for courses of study which are directly related to the employee's present job or which will enhance the employee's potential for advancement to a position within the Authority which he/she has a reasonable expectation of achieving. The courses or programs must be offered by accredited institutions of learning. The maximum tuition reimbursement will be determined by the lesser of the actual tuition cost at the undergraduate or graduate rate, as applicable, or the current University of Nevada Las Vegas undergraduate or graduate rate. In no case will the Authority provide educational assistance beyond the master's degree level.

15.3 – Requirements

Other requirements for educational assistance include the following:

- a. only non-introductory employees are eligible;
- b. the employee must have completed one year of service;

15.4 – Requests

In order to guarantee reimbursement of education costs, requests for educational assistance must be approved prior to enrollment. Written requests will be submitted to the senior executive in Human Resources through the employee's section, department head, and senior vice president. The senior vice president will recommend either approval or disapproval of the request. The final decision will be made by the senior executive in Human Resources.

15.5 – Factors

In determining whether to approve a request for educational assistance, the section head, department head, senior vice president, and senior executive in Human Resources are directed to consider the following factors:

- a. the nature and purpose of the course of study;
- b. the benefits to be derived by the employee and the Authority;
- c. the level of responsibility and length of service of the employee; and
- d. the estimated cost.

15.6 – Reimbursable Costs

The amount of educational assistance paid by the Authority will be based upon the grade received for the course, as follows:

- a. For a grade of "A", 100% of reimbursable costs;
- b. For a grade of "B", 75% of reimbursable costs;
- c. For a grade of "C", 50% of reimbursable costs;
- d. For a successfully completed certificate course, or a "pass" on a pass/fail standard, 50% of reimbursable costs.

15.7 – Class Attendance

Class attendance and completion of study assignments will be accomplished outside of the employee's regular working hours. It is expected that educational activities will not interfere with the employee's work, and unsatisfactory job performance during enrollment may result in rejection of subsequent requests.

15.8 – Termination Prior to Completion

An employee who is terminated during enrollment due to a layoff or who is unable to complete the course due to a temporary reassignment within the Authority will be reimbursed for the full amount of the costs incurred. An employee who voluntarily leaves the Authority or is terminated prior to completing a course will not be reimbursed for the expenses associated with the course.

15.9 – Completion of Course

Upon completion of the course, the employee will submit to the senior executive in Human Resources a certified transcript of grades received and receipts for expenses incurred. The Authority will then reimburse the employee the applicable percentage of the cost of tuition, textbooks, registration, and laboratory and library fees.

15.10 – Repayment

If the employee voluntarily terminates employment with the Authority within 6 months of completion of the course, the employee must repay the full amount reimbursed by the Authority for educational assistance. If the employee voluntarily terminates employment with the Authority between 6 months and one year after completing the course, one half of the amount reimbursed will be repaid by the employee.

15.11 – Records

Records will be maintained by Human Resources of all educational programs completed by each employee.

15.12 – Training

Training, other than educational assistance, required by the Authority in new work procedures or technology will be made available to all employees who are in the same classification and department. While staffing requirements may restrict the number of employees trained at any one time, the Authority will make sufficient plans to offer the training to all interested employees within the work area affected. It is recognized that the Skilled Craftsman, Service Worker, and certain other classifications contain distinct disciplines that will determine required training.

15.13 – Job-Related Program

The Authority will bear the full cost of tuition and grant time off with full pay and benefits to any employee enrolled in any job-related program (i.e., educational, certification) that the employee is required to attend which is only available during the employee's normal work hours.

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Article 16
RETIREMENT CONTRIBUTION

16.1 – Employer-Pay Contribution Plan

The Authority will pay the employee's portion of the retirement contribution under the employer-pay contribution plan in the manner provided for by Chapter 286 of Nevada Revised Statutes.

16.2 –Increases And Decreases

- a. Any future increase in the percentage rate of the retirement contribution above the rate set forth in NRS 286.421 will be borne equally by the Authority and employee and will be paid in the manner provided by NRS 286.421.
- b. Any decrease of the retirement contribution will be shared equally by the Authority and the employee.

16.3 – Retirement Contribution

The term retirement contribution does not include any payment for the purchase of previous credit service on behalf of any employee.

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Article 17 HEALTH AND SAFETY

17.1 – Health and Safety Committee

- a. The Authority will establish and maintain Safety Committee(s) as required by NRS 618.383 and NAC 618.540. The Safety Committee(s) shall include employee representatives from a cross section of classifications throughout the Authority as selected by the employees.
- b. The Committee will submit in writing any consensus recommendations directed at enhancing the mutual goal of the Union and the Authority, to promote a safe work environment. Such recommendation will be forwarded to the department director and safety manager, who will respond in writing to the Committee within 14 working days of the Authority's disposition of the recommendations of the Committee.

17.2 – Laws

The Authority and its employees agree to comply with all local, state, and federal health and safety laws, regulations, and guidelines.

17.3 – Authority-Required Uniforms and Tools

Authority-required uniforms and tools will be provided at no cost to employees, except for firearms for Security personnel.

17.4 – Protective Devices

- a. Protective devices, wearing apparel, and other equipment such as safety shoes, coveralls, goggles, and hard hats determined by the Authority or appropriate governmental agency to be necessary for protection from accidents and health hazards will be provided by the Authority. Where such protective devices are required for the safety of employees, the employees must wear them while working or in the required area. Failure to do so will result in progressive disciplinary action.
- b. The Authority will provide a shoe allowance up to \$125 for employees required to wear safety shoes. Employees will receive an additional shoe allowance when their current shoes are rendered unserviceable. Employee will be required to demonstrate need for new shoes.
- c. However, the Authority may assess a fair charge to cover loss of uniforms and protective devices provided by the Authority under this section resulting from failure to exercise reasonable care or for willful destruction of such safety equipment or clothing. This does not include circumstances beyond the employee's control.

17.5 – Safe Working Conditions

- a. The Union will cooperate with the Authority in maintaining safe working conditions. In an effort to maintain this spirit of cooperation, any employee who believes a working condition or machinery to be unsafe must immediately inform his/her supervisor. Should the supervisor conclude that the working condition or equipment is safe and the employee insists to the contrary, the employee must notify the Safety manager or the Safety Committee and the Union steward so that the matter will be brought to the attention of the manager for conclusive action.
- b. During the time of investigation, the employee may be reassigned to perform other duties.

17.6 – Special Examinations

If an employee performs duties which might jeopardize the safety of fellow employees, the employee for reasonable cause may be required to undergo special examinations from time to time at the Authority expense to see that he/she meets acceptable physical and mental standards.

Article 18

WORK-RELATED INJURIES

18.1 – Industrial Accident Benefits

All employees will be covered by the provisions of the Nevada Industrial Insurance Act (Chapter 616 of the NRS) and the Nevada Occupational Disease Act (Chapter 617 of the NRS) that provide for payment of industrial accident benefits and compensation for partial and temporary total disability (TTD) arising from industrial injuries and occupational diseases, hereinafter collectively referred to as "injury."

18.2 – Supplemental Amount

- a. In the event an employee has an injury, he/she will, unless found negligent, receive in addition to the compensation as provided by Chapter 616 or 617 of the NRS, a supplemental amount from the Authority, which would cause the total amount received by the employee from the work-related injury and the Authority to equal his/her salary at the time of his/her injury.
- b. The supplemental compensation will start with the first day of absence due to the injury as directed by the treating physician, but will not exceed 340 work hours for the same injury and/or claim.
- c. Supplemental compensation for the same injury and/or claim will not be available after the expiration of 6 months from the date of original injury, unless the employee thereafter requires surgery as a result of such injury and/or claim. During this period, the employee will not forfeit any accrued PTO leave.
- d. Successful completion of the new-hire introductory period is required in order to qualify for the supplemental compensation from the Authority.
- e. It is the intent of the Authority to pay the on-the-job injured employee as salary continuance, the difference between full bi-weekly salary and that provided pursuant to Chapter 616 or 617 of the NRS.

18.3 – Utilization of PTO

If an employee who has received TTD, including supplemental compensation up to the maximum 340 work hours, is unable to return to work, he/she may elect to utilize accrued PTO to supplement the benefits as provided pursuant to Chapter 616 or 617 of the NRS.

18.4 – Utilization of Comp Time

If employee is still unable to work after PTO has been exhausted, he/she will be permitted to use his/her accrued comp time.

18.5 – Light Duty

For transitional (light) duty, the Authority will follow NRS 616C.475.

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Article 19 LAYOFF AND RECALL

In the event that the Board of Directors approves a reduction to the overall adopted budget, as recommended by management based on economic necessity, the Union and management will agree to meet and confer to discuss any/all possible options prior to the implementation of any layoff or furlough procedures.

19.1 – Order of Layoff

If it is determined that a layoff is necessary, employees will be laid off in the following order:

- a. Within classification, temporary, part-time, intermittent, and introductory employees will be laid off first.
- b. Unless a less senior employee possesses necessary skills and abilities unavailable from more senior employees, layoff will be in inverse order of seniority within the affected class, as determined by the senior executive in Human Resources.

19.2 – Reassignments

- a. In order to avoid an actual layoff, the Authority may cause the reassignment, change of shifts, transfer, demotion or any combination thereof. In the event of a reassignment in lieu of a layoff, the least senior employee(s) in the classification(s) affected by a layoff will be reassigned.
- b. Under the provisions of this article, the assignment of an employee to a position within a classification will be at the discretion of the division Senior Vice President, in consultation with the senior executive in Human Resources.

19.3 – Bumping Down

- a. Employees who are affected by layoff will have the right on a seniority basis to elect to bump down in the same section into a classification that the employee has completed an introductory period, provided the classification exists. For the purposes of this article, "section" is defined in the "Definitions" article of this Agreement.
- b. No employee will have the right to bump to a position in another section or to bump to a position of a higher salary grade than he/she currently fills.
- c. An employee who is bumping down will retain his/her salary, but will not exceed the top out salary of the classification. His/her anniversary date will not be adjusted.

19.4 – Notice

Prior to layoff, employees affected will be given at least 4 weeks written notification or 4 weeks' pay in lieu of such notice.

19.5 – Contract Out Work

The Authority will not contract out work to be performed in or about the Cashman Center or Las Vegas Convention Center, or any other facility or site under the jurisdiction of Authority Board of Directors, which is normally performed by current employees in order to effect or as a result of a layoff except as outlined below.

- a. With reference to the work being considered for contracting out, the employee on layoff does not possess the qualifications, skill and ability to perform the work;
- b. The contract work would be for a duration of less than 3 consecutive weeks;
- c. The work is emergency situations, such as utility failure, substantial structural damage or similar occurrences as determined by management.

19.6 – Recall List

- a. Any employee(s) demoted or laid off under this article will, based upon seniority, have his/her name placed on an appropriate recall list for a period of 12 months. Employee(s) on layoff will be notified by certified mail, return receipt requested, at his/her last known address and will within 10 days of attempt to deliver, respond affirmatively by certified mail or in person that he/she is accepting the offer of recall. Failure to respond will mean that the person has refused the offer of recall and the person will be removed from the recall list. The person must be available for work on the date established by the Authority.
- b. When positions become available in a class in a section, personnel who have been laid off or demoted in that class from that section will be recalled in inverse order of layoff. The order of recall will be:
 1. Employees who have been demoted as a result of this article based on the same criteria in Section 1b.
 2. Former (laid off) employees who held a position in the same class based on the same criteria in Section 1b.
- c. Upon return to work, the employee will receive an adjusted service and anniversary date if the layoff was for a period of 15 or more days and all benefits for which qualified will be reinstated relative to his/her adjusted service date.

Article 20 DISPUTE RESOLUTION

20.1 – Intent

It is the intent of this article to provide an exclusive procedure for the resolution of certain disputes between (an) employee(s) and the Authority and/or the Union and the Authority. The Union and the Authority should, however, make every possible effort to settle differences without making use of the procedure contained in this Article.

20.2 – Exclusions

Disputes specifically excluded by other Articles of this Agreement from the grievance and arbitration procedure will not be subject to the procedures set forth herein.

20.3 – Definition of Grievance

A grievance is any dispute or difference of opinion between the Union and the Authority involving the meaning, interpretation or application of this Agreement. Resolution of disputes relating to the meaning, interpretation or application of this Agreement shall be settled in accordance with the terms of this Article. The procedures set forth in this Article shall be the exclusive remedy for any such dispute.

20.4 – Presentation of Grievances and Responses

All grievances presented in accordance with this Article shall set forth: 1) the facts giving rise to the grievance; 2) the provision(s) of the Agreement, if any, alleged to have been violated; 3) the name(s) of the aggrieved employee(s); and 4) the remedy sought. All grievances shall be signed and dated by the employee and/or his/her Union representative. Any grievance not satisfying these requirements will be dismissed by the Authority, but the Union shall have five (5) working days to correct any deficiencies within the grievance following notification of the deficiency by the Authority. All written responses submitted by the Authority shall be signed and dated, including electronically, by the appropriate Authority representative.

20.5 – Time Limitations

The time limitations set forth in this Article and/or mutually-agreed upon time extensions in writing, are the essence of this Agreement. No grievances shall be accepted by the Authority unless they are submitted or appealed within the time limits set forth in Article 20.7 of this Agreement. If a grievance is not submitted in a timely manner, it shall be deemed waived. If the Authority fails to respond within the time limits set forth in Article 20.7 of this Agreement, the grievance shall automatically be considered sustained in all respects and the remedy will be promptly implemented. If mutually agreed, either party may request in writing a waiver of the time limitations set forth in this Article.

20.6 – Employee's Responsibility to Work

Unless illegal, immoral, or unsafe, the employee has the obligation to work as assigned and then grieve the assignment at a later date.

20.7 – Grievance Procedure

STEP 1: Written Grievance to Human Resources

The employee and/or the Union representative, no later than ten (10) working days from the date the employee and/or Union knew or should have known of the events giving rise to the grievance, must submit the written grievance to Human Resources. The senior executive in Human Resources shall designate the individual to respond to the grievance and said individual shall give his or her written answer to the grievance within ten (10) working days of receipt of the grievance. If the grievance is not resolved at this level, it may proceed to Step 2.

STEP 2: Written Grievance to Senior Executive in Human Resources or Designee

If the grievance is not resolved at Step 1, the employee and/or the Union representative, no later than ten (10) working days after receipt of the Step 1 written response (as indicated by the Human Resources Department's time/date stamp), may advance the written grievance to the senior executive in Human Resources or his/her designee. No later than ten (10) working days after receipt of said written notice, the senior executive in Human Resources or his/her designee shall meet with the employee and/or Union representative. The senior executive in Human Resources or his/her designee shall give a written response to the grievance within ten (10) working days after such meeting, which response shall be final and binding on the employee, the Union and the Authority, unless it is appealed in a timely manner to Step 3.

STEP 3: Appeal to Arbitration

Any grievance that has been properly processed in a timely manner through the grievance procedure and has not been resolved at the conclusion of Step 2, may be appealed to arbitration by the Union, by serving the Authority with written notice of its intent to appeal. The failure to appeal a grievance to arbitration in accordance with this Article within ten (10) working days (as indicated by the Human Resources Department's time/date stamp) after receipt of the written response of the Authority at Step 2 of the grievance procedure shall constitute a waiver of the Union's right to appeal to arbitration, and the written response of the Authority at Step 2 of the grievance procedure shall be final and binding on the employee, the Union and the Authority.

20.8 - Mediation

Prior to invoking arbitration, the parties by mutual agreement may agree to submit any dispute to mediation. The mediator may be selected from the Federal Mediation and Conciliation Service ("FMCS") or other mutually agreed upon third party.

20.9 – Selection of Arbitrators

An arbitrator will be selected by mutual agreement of both parties. If the parties are unable to mutually agree, the parties will jointly request the FMCS to furnish a panel of seven (7) arbitrators from which an arbitrator will be selected. The parties agree that as much as practical, local arbitrators who are members of the National Academy of Arbitrators will be selected. The selection will be accomplished by the Union first, and the Authority next, each striking one name from the list in turn until only one name remains. Each party will have the right to reject one panel of arbitrators. Both parties will make every effort to mutually set forth the issue(s) to be arbitrated in advance of the arbitration hearing date.

20.10 – Arbitrator's Jurisdiction

The jurisdiction and authority of the arbitrator and his/her opinion and award shall be confined exclusively to the interpretation and/or application of the express provision(s) of this Agreement at issue between the Union and the Authority. He/she shall have no authority to add to, detract from, alter, amend, or modify any provision of this Agreement; to impose on either party a limitation or obligation not explicitly provided for in this Agreement; or to establish or alter any wage rate, wage structure, or new position. The arbitrator shall not hear or decide more than one grievance without the mutual consent of the Authority and the Union. The written award of the arbitrator on the merits of any issue adjudicated within his/her jurisdiction and authority shall be final and binding on the employee, the Union, and the Authority.

20.11 – Fees and Expenses of Arbitrator

All fees and expenses of the arbitrator, court reporter, original transcript and hearing room shall be equally borne by the Authority and the Union. The cost of the court reporter shall be borne by the party ordering a court reporter; provided, however, if both parties seek a transcript, then the cost of the court reporter shall be borne equally by the parties.

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Article 21 CORRECTIVE ACTION AND DISCIPLINE

21.1 – Just Cause

No employee who has satisfactorily completed his/her introductory period may be disciplined without just cause.

21.2 – Coaching and/or Counseling

The Authority endeavors to follow progressive discipline. In certain circumstances, however, the Authority may coach and/or counsel an employee for the purpose of addressing performance and/or conduct issues at the earliest possible opportunity to maximize opportunities for improvement. Coaching and/or counseling are not considered discipline and are not subject to the provisions of Article 20.

21.3 – Progressive Discipline

The parties agree to follow progressive discipline; however, the Union recognizes the need for more severe disciplinary action in the event of a major violation of established rules, regulations or policies. Progressive discipline includes:

- Verbal Warning/Performance Improvement Notice ("PIN")
- Written Warning/PIN
- Suspension Without Pay (up to 3 days)
- Final Suspension without Pay
- Termination

Progressive discipline for attendance-related issues will be tracked separately from discipline for other employee infractions.

21.4 – Duty to Furnish Disciplinary Documents

The Authority recognizes its obligation to provide to the Union, and the Union's right to request in writing, all relevant documents (i.e., reports, statements, etc.) utilized in any disciplinary proceedings undertaken by the Authority directed to an employee. Such documents will be provided to the Union as soon as practicable following the Union's written request, but no later than five (5) working days, unless otherwise agreed to by the Union and the Authority.

21.5 – Personnel File

Upon written request or authorization by an employee, the employee's attorney or Union representative may obtain, at his/her expense, data/documents that are necessary in preparation of an appeal or grievance from the personnel file of the employee. The permanent file which is maintained in the Human Resources Department is recognized as the employee's "personnel file" for the purpose of this Agreement. The Authority will recognize the right of the Union to exclusively represent employees covered by this Agreement, unless it receives written notice from the Union giving up its right to do so.

21.6 – Disciplinary Meetings

The Authority hereby agrees that it will honor a request by an employee for Union representation where the subject matter of the meeting involves the actual discipline of that employee. The employee is responsible for contacting a representative in a timely manner. Lack of timely response by the representative is not grounds for delaying or postponing the meeting. The Authority shall give employees at least 24 hours notice of a planned disciplinary meeting so the employee can have a representative present.

21.7 – Investigations

- a. When an allegation is made against an employee or when the Authority receives an allegation against an employee and determines an investigation is warranted, the Authority may decide that it is in the employee's and/or Authority's best interest to suspend the employee pending investigation.
- b. Any employee who is the subject of an investigation or is involved in any investigation in any capacity shall be notified by the Authority up to 24 hours prior to appearing at any investigatory meeting. The Union and the Authority agree certain issues/incidents may require an immediate investigatory meeting. The employee shall be entitled to a representative and is responsible for contacting a representative in a timely manner. The Authority may also assist in securing a representative for the employee.
- c. Any employee suspended pending investigation will be entitled to use earned PTO. If the Authority finds that there was no violation, the employee will be reimbursed for whatever earned PTO he/she used during the suspension pending investigation. If the investigation takes longer than five (5) working days, defined as Monday through Friday, excluding holidays, the Authority will place the employee on paid administrative leave.
- d. Documentation relating to investigations of allegations which do not result in corrective or disciplinary action will not become part of the employee's personnel record under any circumstances, and will not be used or referenced in any disciplinary proceeding.
- e. The Authority's current policy regarding the confidentiality of employee records will be applied to any investigatory documents concerning an employee, except as may otherwise be required by applicable state, federal or local laws, regulations or ordinances.

21.8 – Rebuttal to and Review of Verbal and/or Written Warning

- a. As soon as practical, but no later than ten (10) working days of receipt of a verbal or written warning, an employee who believes the warning is not based on just cause may submit a rebuttal to the Authority's Human Resources Department explaining in detail why he/she believes the warning lacks just cause. Such rebuttal will be attached to the warning and a copy forwarded to the employee's Department Head.

- b. The Union and the Authority agree that the employee management review committee (EMRC) may be used for the purpose of reviewing the validity of a verbal or written warning.
- c. An employee may submit a grievance concerning a verbal or written warning in accordance with the grievance procedure set forth in Article. 20.7. A decision at Step 2 of the grievance procedure shall be final and binding on the employee, the Union and the Authority. Verbal and written warnings are excluded from the mediation and arbitration provisions of Article 20 of this Agreement.

21.9 –Suspension and Demotion Appeals

An employee's challenge of a suspension or demotion decision shall be processed in accordance with the grievance procedure set forth in Article 20.7 of this Agreement.

21.10 – Suspension Pending Termination

An employee who has satisfactorily completed his/her introductory period and is recommended for termination from the Authority will first be issued a written statement setting forth the charges upon which the proposed termination is based. The written statement will be in the form of a Suspension Pending Termination (SPT) Performance Improvement Notice (PIN).

21.11 – Pre-Termination Hearing

- a. Prior to the termination of any employee who has satisfactorily completed his/her introductory period, the Authority shall conduct an informal pre-termination hearing. If the Authority chooses to remove the employee from the worksite prior to the pre-termination hearing, the employee will be entitled to use any earned PTO he/she has accrued. If the employee is returned to work, he/she will be reimbursed for any PTO used.
- b. The pre-termination hearing will be conducted in accordance with the following steps, time limits, and conditions:

Step 1. The pre-termination hearing shall be conducted within ten (10) working days (unless otherwise extended by mutual agreement) following the date of the employee's receipt of notice recommending termination before a hearing officer who shall be a Vice President from a division other than the employee's. If desired by the employee, a Union representative may attend the pre-termination hearing, consistent with the Union's exclusive right to represent covered employees under this Agreement. The employee will notify the senior executive in Human Resources in writing of the name and address of his/her representative.

Step 2. The employee shall be given at least three (3) working days' notice prior to the hearing, which notice will include the time and location of the pre-termination hearing.

The hearing will not follow formal rules of evidence and will be conducted in an informal manner. The hearing will be conducted by the hearing officer. Management's representative will explain the charges against the employee and supporting evidence. The employee will be provided the opportunity to respond to all specified charges.

Step 3. The pre-termination hearing officer will render a reasoned decision in writing within five (5) working days and forward it to the employee, the employee's representative, and the senior executive in Human Resources.

Step 4. The hearing officer may uphold or rescind the recommendation for termination, and/or impose other discipline in lieu of termination.

- c. If the hearing officer rescinds the termination recommendation, the employee will be reinstated and reimbursed for any PTO he/she used while removed from the worksite pending the pre-termination hearing.
- d. If the hearing officer upholds the termination recommendation, the employee is terminated as of that date.

21.12 – Termination Appeals

An employee who is terminated may, within ten (10) working days from receipt of the pre-termination hearing officer's decision, appeal the decision to arbitration in accordance with Article 20.7 of this Agreement.

21.13 – Removal of Discipline From Employee Personnel File

Disciplinary documents, unless otherwise specifically excluded, are subject to removal from an employee's personnel file, upon written request of an employee to Human Resources, after eighteen (18) months from date of issuance. Disciplinary documents removed from an employee's personnel file shall be considered null and void and will not be used in future disciplinary matters. Discipline related to physical attacks, workplace violence, and/or harassment/discrimination is not subject to removal from an employee's file.

Article 22 DEFINITIONS

Unless the context otherwise requires, the words and terms used in this Agreement will have the meanings ascribed to them below. Any words or terms not ascribed below will be interpreted in their context as appears in this Agreement and, if no context is apparent, will be given their plain and ordinary meaning.

Adjusted Service Date. An employee's date of service, adjusted to account for occasions when an employee accumulates 120 hours (15 days) or more of non-FMLA leave in an unpaid status in a service year. This does not apply to time lost due to furlough.

Administrative Employee (as defined by NRS 288.025). Any employee whose primary duties consist of work directly related to management policies, who customarily exercises discretion and independent judgment and regularly assists an executive. In addition, it includes the chief administrative officer, his deputy and immediate assistants, department heads, their deputies and immediate assistants, attorneys, appointed officials and others who are primarily responsible for formulating and administering management policy and programs.

Anniversary/Service Date. The date on which an employee commences full-time employment in a full-time budgeted position and continuing until separation from the Authority employment, minus any break in service, unless otherwise delineated in the Agreement.

Break in Service. Those periods of absence of 15 days or more during which an employee is not in pay status and ineligible to accrue PTO and other benefits, unless otherwise delineated in the Agreement.

Call-In/Call-Back. Call back pay is defined as compensation earned for returning to his/her work site for duty after the employee has completed his/her shift, departed from the work site, and is off duty for a period of time and is requested to return to his/her work site with less than 12 hours' notice.

Classification. An Authority position/job title.

Confidential Employee (NRS 288.170(6a)). An employee who is involved in the decisions of management affecting collective bargaining and has been designated as confidential by the Authority. In addition to those employees designated as "Administrative," it includes employees occupying positions in the General Government, Information Technology, Payroll, and some Security personnel. Confidential employees are not covered by this Agreement.

Demotion. The movement of an employee from one classification to another classification with a lower salary range.

Department. A department is the second level of organization below division level. The levels are (1) division, (2) department, (3) section, and (4) section unit.

Designated Family Member. Employee's spouse, domestic partner registered with the state of Nevada, brother, sister, half-brother, half-sister, parents, children, step-parents, step-brother, step-sister, step-children, step-grandchildren, grandchildren, father-in-law, mother-in-law, sister-in-law, brother-in-law, daughter-in-law, son-in-law, grandparents-in-law, grandparents, and step grandparents.

Division. A division is the highest level of organization within the Authority. The Authority comprises three divisions: General Government, Marketing, and Operations.

Full-time Employee. One who is hired to fill a budgeted position.

Introductory Employee. One who is hired to fill a budgeted position, but has not completed the introductory period. Introductory employees are considered "at will" employees and are not subject to the provisions of Article 20 of the Agreement. The introductory period for non-supervisory employees is six months. The introductory period for supervisory employees is one year.

Lateral Transfer. A change in an employee's position from one classification to another of the same pay grade/range based on qualifications.

On-Call. An employee not employed in a budgeted position, working variable hours not to exceed 1,040 hours per fiscal year.

Part-time. An employee who is regularly scheduled to work in a set schedule fewer than 30 hours per week, not to exceed 1,040 hours per fiscal year.

Phone Contact. When an off-duty employee is called for consultation via the telephone or any other method and the employee assists the Authority when they are on the phone, each call is considered time worked and is paid minute for minute. Minutes will be totaled per pay period and, if necessary, rounded up or down to the nearest quarter hour.

Progressive Discipline. Includes Verbal Warning/Performance Improvement Notice ("PIN"), Written Warning/PIN, Suspension Without Pay (up to 3 days), Final Suspension without Pay, and Termination.

Promotion. A change in an employee's position from one classification to another of a higher pay grade/range that creates a vacancy.

Qualifying Period. A period of time, not to exceed six (6) months, following an employee's transfer, promotion, or demotion during which an employee's suitability for the position is evaluated.

Review Committee. Composed of (1) a Vice President from a division other than the employee's, (2) the senior executive in Human Resources or designee, (3) the Chief Steward, and (4) a steward or their designee by submitting a written request to the Senior Executive of Human Resources. *(Review Committee's purpose is outlined in Article 7.)*

Seasonal. An employee who is hired for a limited period of time for seasonal positions, regardless of number of hours worked per week, not to exceed 1,040 hours per fiscal year.

Section. A section is the third level of organization within the Authority below division level. The levels are (1) division, (2) department, (3) section, and (4) section unit.

Section Unit. A section unit is the fourth level of organization within the Authority below section level. The levels are (1) division, (2) department, (3) section, and (4) section unit.

Seniority.

- a. Authority Seniority. The amount of an employee's continuous length of employment with the Las Vegas Convention and Visitors Authority. If an employee separates employment from the Authority and is subsequently rehired, the new hire date will be the employee's new Authority seniority date.
- b. Classification Seniority. The amount of an employee's length of employment within a particular classification. Any time spent outside a classification in excess of a qualifying period will result in a new classification seniority date upon the employee's return to the classification, unless the return to a previously-held classification is at the direction of the Authority based solely on Authority business or operational needs.
- c. Introductory employees have no seniority rights. At the successful conclusion of the introductory period, the length of continuous employment will be recorded as the original date of hire.
- d. Employees accrue seniority during all paid leave time.
- e. An employee loses seniority under the following conditions:
 - (1) When he/she is separated from employment either voluntarily or involuntarily.
 - (2) When he/she is removed from a recall list.
- f. If two or more eligible employees have identical seniority levels, preference will be given to the employee with the earlier date and time of application for the classification as reflected in the application system.

Shift. An employee's scheduled period of work.

Shift Change. A change that may affect starting and stopping times, scheduled days off, and/or work location of an employee.

Shift Differential. The premium authorized to be paid to an employee above his/her regular straight-time hourly rate of pay for working a regularly scheduled shift other than a day shift. Shift differential will be paid on PTO and holidays, but will not be paid on buy out at the time of separation from the Authority.

Standby. Time in which an employee is required by the department head or designee to be available by telephone or required to carry a radio or cellular phone and be within one hour response capability so that he/she may immediately respond to any calls received.

Temporary. An employee hired to work for a limited period to fill a vacancy until normal hiring practices and procedures can be completed or to supplement the regular work force, even though no authorized position vacancy exists, and not to exceed 1,040 hours per fiscal year.

APPENDIX B
LAS VEGAS CONVENTION AND VISITORS AUTHORITY
SALARY RANGES FOR ALL BARGAINING AMBASSADORS
EFFECTIVE JULY 1, 2018

**Annual
Bi-Weekly
Hourly
Overtime
Holiday**

	Step 0	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
	31,574.40	32,822.40	34,153.60	35,568.00	36,961.60	38,417.60	40,019.20	41,662.40	43,243.20	44,907.20	46,820.80
	1,214.40	1,262.40	1,313.60	1,368.00	1,421.60	1,477.60	1,539.20	1,602.40	1,663.20	1,727.20	1,800.80
9	15.18	15.78	16.42	17.10	17.77	18.47	19.24	20.03	20.79	21.59	22.51
	22.77	23.67	24.63	25.65	26.66	27.71	28.86	30.05	31.19	32.39	33.77
	37.95	39.45	41.05	42.75	44.43	46.18	48.10	50.08	51.98	53.98	56.28
	32,822.40	34,153.60	35,568.00	36,961.60	38,417.60	40,019.20	41,662.40	43,243.20	44,907.20	46,820.80	48,609.60
	1,262.40	1,313.60	1,368.00	1,421.60	1,477.60	1,539.20	1,602.40	1,663.20	1,727.20	1,800.80	1,869.60
10	15.78	16.42	17.10	17.77	18.47	19.24	20.03	20.79	21.59	22.51	23.37
	23.67	24.63	25.65	26.66	27.71	28.86	30.05	31.19	32.39	33.77	35.06
	39.45	41.05	42.75	44.43	46.18	48.10	50.08	51.98	53.98	56.28	58.43
	34,153.60	35,568.00	36,961.60	38,417.60	40,019.20	41,662.40	43,243.20	44,907.20	46,820.80	48,609.60	50,606.40
	1,313.60	1,368.00	1,421.60	1,477.60	1,539.20	1,602.40	1,663.20	1,727.20	1,800.80	1,869.60	1,946.40
11	16.42	17.10	17.77	18.47	19.24	20.03	20.79	21.59	22.51	23.37	24.33
	24.63	25.65	26.66	27.71	28.86	30.05	31.19	32.39	33.77	35.06	36.50
	41.05	42.75	44.43	46.18	48.10	50.08	51.98	53.98	56.28	58.43	60.83
	35,568.00	36,961.60	38,417.60	40,019.20	41,662.40	43,243.20	44,907.20	46,820.80	48,609.60	50,606.40	52,603.20
	1,368.00	1,421.60	1,477.60	1,539.20	1,602.40	1,663.20	1,727.20	1,800.80	1,869.60	1,946.40	2,023.20
12	17.10	17.77	18.47	19.24	20.03	20.79	21.59	22.51	23.37	24.33	25.29
	25.65	26.66	27.71	28.86	30.05	31.19	32.39	33.77	35.06	36.50	37.94
	42.75	44.43	46.18	48.10	50.08	51.98	53.98	56.28	58.43	60.83	63.23
	36,961.60	38,417.60	40,019.20	41,662.40	43,243.20	44,907.20	46,820.80	48,609.60	50,606.40	52,603.20	54,620.80
	1,421.60	1,477.60	1,539.20	1,602.40	1,663.20	1,727.20	1,800.80	1,869.60	1,946.40	2,023.20	2,100.80
13	17.77	18.47	19.24	20.03	20.79	21.59	22.51	23.37	24.33	25.29	26.26
	26.66	27.71	28.86	30.05	31.19	32.39	33.77	35.06	36.50	37.94	39.39
	44.43	46.18	48.10	50.08	51.98	53.98	56.28	58.43	60.83	63.23	65.65
	38,417.60	40,019.20	41,662.40	43,243.20	44,907.20	46,820.80	48,609.60	50,606.40	52,603.20	54,620.80	56,888.00
	1,477.60	1,539.20	1,602.40	1,663.20	1,727.20	1,800.80	1,869.60	1,946.40	2,023.20	2,100.80	2,188.00
14	18.47	19.24	20.03	20.79	21.59	22.51	23.37	24.33	25.29	26.26	27.35
	27.71	28.86	30.05	31.19	32.39	33.77	35.06	36.50	37.94	39.39	41.03
	46.18	48.10	50.08	51.98	53.98	56.28	58.43	60.83	63.23	65.65	68.38
	40,019.20	41,662.40	43,243.20	44,907.20	46,820.80	48,609.60	50,606.40	52,603.20	54,620.80	56,888.00	59,280.00
	1,539.20	1,602.40	1,663.20	1,727.20	1,800.80	1,869.60	1,946.40	2,023.20	2,100.80	2,188.00	2,280.00
15	19.24	20.03	20.79	21.59	22.51	23.37	24.33	25.29	26.26	27.35	28.50
	28.86	30.05	31.19	32.39	33.77	35.06	36.50	37.94	39.39	41.03	42.75
	48.10	50.08	51.98	53.98	56.28	58.43	60.83	63.23	65.65	68.38	71.25
	41,662.40	43,243.20	44,907.20	46,820.80	48,609.60	50,606.40	52,603.20	54,620.80	56,888.00	59,280.00	61,547.20
	1,602.40	1,663.20	1,727.20	1,800.80	1,869.60	1,946.40	2,023.20	2,100.80	2,188.00	2,280.00	2,367.20
16	20.03	20.79	21.59	22.51	23.37	24.33	25.29	26.26	27.35	28.50	29.59
	30.05	31.19	32.39	33.77	35.06	36.50	37.94	39.39	41.03	42.75	44.39
	50.08	51.98	53.98	56.28	58.43	60.83	63.23	65.65	68.38	71.25	73.98

APPENDIX B
LAS VEGAS CONVENTION AND VISITORS AUTHORITY
SALARY RANGES FOR ALL BARGAINING AMBASSADORS
EFFECTIVE JULY 1, 2018

**Annual
Bi-Weekly
Hourly
Overtime
Holiday**

	Step 0	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
	43,243.20	44,907.20	46,820.80	48,609.60	50,606.40	52,603.20	54,620.80	56,888.00	59,280.00	61,547.20	63,897.60
	1,663.20	1,727.20	1,800.80	1,869.60	1,946.40	2,023.20	2,100.80	2,188.00	2,280.00	2,367.20	2,457.60
17	20.79	21.59	22.51	23.37	24.33	25.29	26.26	27.35	28.50	29.59	30.72
	31.19	32.39	33.77	35.06	36.50	37.94	39.39	41.03	42.75	44.39	46.08
	51.98	53.98	56.28	58.43	60.83	63.23	65.65	68.38	71.25	73.98	76.80
	44,907.20	46,820.80	48,609.60	50,606.40	52,603.20	54,620.80	56,888.00	59,280.00	61,547.20	63,897.60	66,518.40
	1,727.20	1,800.80	1,869.60	1,946.40	2,023.20	2,100.80	2,188.00	2,280.00	2,367.20	2,457.60	2,558.40
18	21.59	22.51	23.37	24.33	25.29	26.26	27.35	28.50	29.59	30.72	31.98
	32.39	33.77	35.06	36.50	37.94	39.39	41.03	42.75	44.39	46.08	47.97
	53.98	56.28	58.43	60.83	63.23	65.65	68.38	71.25	73.98	76.80	79.95
	46,820.80	48,609.60	50,606.40	52,603.20	54,620.80	56,888.00	59,280.00	61,547.20	63,897.60	66,518.40	69,222.40
	1,800.80	1,869.60	1,946.40	2,023.20	2,100.80	2,188.00	2,280.00	2,367.20	2,457.60	2,558.40	2,662.40
19	22.51	23.37	24.33	25.29	26.26	27.35	28.50	29.59	30.72	31.98	33.28
	33.77	35.06	36.50	37.94	39.39	41.03	42.75	44.39	46.08	47.97	49.92
	56.28	58.43	60.83	63.23	65.65	68.38	71.25	73.98	76.80	79.95	83.20
	48,609.60	50,606.40	52,603.20	54,620.80	56,888.00	59,280.00	61,547.20	63,897.60	66,518.40	69,222.40	72,051.20
	1,869.60	1,946.40	2,023.20	2,100.80	2,188.00	2,280.00	2,367.20	2,457.60	2,558.40	2,662.40	2,771.20
20	23.37	24.33	25.29	26.26	27.35	28.50	29.59	30.72	31.98	33.28	34.64
	35.06	36.50	37.94	39.39	41.03	42.75	44.39	46.08	47.97	49.92	51.96
	58.43	60.83	63.23	65.65	68.38	71.25	73.98	76.80	79.95	83.20	86.60
	50,606.40	52,603.20	54,620.80	56,888.00	59,280.00	61,547.20	63,897.60	66,518.40	69,222.40	72,051.20	74,859.20
	1,946.40	2,023.20	2,100.80	2,188.00	2,280.00	2,367.20	2,457.60	2,558.40	2,662.40	2,771.20	2,879.20
21	24.33	25.29	26.26	27.35	28.50	29.59	30.72	31.98	33.28	34.64	35.99
	36.50	37.94	39.39	41.03	42.75	44.39	46.08	47.97	49.92	51.96	53.99
	60.83	63.23	65.65	68.38	71.25	73.98	76.80	79.95	83.20	86.60	89.98
	52,603.20	54,620.80	56,888.00	59,280.00	61,547.20	63,897.60	66,518.40	69,222.40	72,051.20	74,859.20	77,875.20
	2,023.20	2,100.80	2,188.00	2,280.00	2,367.20	2,457.60	2,558.40	2,662.40	2,771.20	2,879.20	2,995.20
22	25.29	26.26	27.35	28.50	29.59	30.72	31.98	33.28	34.64	35.99	37.44
	37.94	39.39	41.03	42.75	44.39	46.08	47.97	49.92	51.96	53.99	56.16
	63.23	65.65	68.38	71.25	73.98	76.80	79.95	83.20	86.60	89.98	93.60
	54,620.80	56,888.00	59,280.00	61,547.20	63,897.60	66,518.40	69,222.40	72,051.20	74,859.20	77,875.20	80,974.40
	2,100.80	2,188.00	2,280.00	2,367.20	2,457.60	2,558.40	2,662.40	2,771.20	2,879.20	2,995.20	3,114.40
23	26.26	27.35	28.50	29.59	30.72	31.98	33.28	34.64	35.99	37.44	38.93
	39.39	41.03	42.75	44.39	46.08	47.97	49.92	51.96	53.99	56.16	58.40
	65.65	68.38	71.25	73.98	76.80	79.95	83.20	86.60	89.98	93.60	97.33
	56,888.00	59,280.00	61,547.20	63,897.60	66,518.40	69,222.40	72,051.20	74,859.20	77,875.20	80,974.40	84,281.60
	2,188.00	2,280.00	2,367.20	2,457.60	2,558.40	2,662.40	2,771.20	2,879.20	2,995.20	3,114.40	3,241.60
24	27.35	28.50	29.59	30.72	31.98	33.28	34.64	35.99	37.44	38.93	40.52
	41.03	42.75	44.39	46.08	47.97	49.92	51.96	53.99	56.16	58.40	60.78
	68.38	71.25	73.98	76.80	79.95	83.20	86.60	89.98	93.60	97.33	101.30
	59,280.00	61,547.20	63,897.60	66,518.40	69,222.40	72,051.20	74,859.20	77,875.20	80,974.40	84,281.60	87,651.20
	2,280.00	2,367.20	2,457.60	2,558.40	2,662.40	2,771.20	2,879.20	2,995.20	3,114.40	3,241.60	3,371.20
25	28.50	29.59	30.72	31.98	33.28	34.64	35.99	37.44	38.93	40.52	42.14
	42.75	44.39	46.08	47.97	49.92	51.96	53.99	56.16	58.40	60.78	63.21
	71.25	73.98	76.80	79.95	83.20	86.60	89.98	93.60	97.33	101.30	105.35

APPENDIX C
LAS VEGAS CONVENTION AND VISITORS AUTHORITY
SALARY RANGES FOR ALL BARGAINING AMBASSADORS
EFFECTIVE JULY 14, 2019

**Annual
Bi-Weekly
Hourly
Overtime
Holiday**

	Step 0	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
9	32,468.80	33,737.60	35,110.40	36,566.40	38,001.60	39,499.20	41,142.40	42,827.20	44,449.60	46,155.20	48,131.20
	1,248.80	1,297.60	1,350.40	1,406.40	1,461.60	1,519.20	1,582.40	1,647.20	1,709.60	1,775.20	1,851.20
	15.61	16.22	16.88	17.58	18.27	18.99	19.78	20.59	21.37	22.19	23.14
	23.42	24.33	25.32	26.37	27.41	28.49	29.67	30.89	32.06	33.29	34.71
	39.03	40.55	42.20	43.95	45.68	47.48	49.45	51.48	53.43	55.48	57.85
10	33,737.60	35,110.40	36,566.40	38,001.60	39,499.20	41,142.40	42,827.20	44,449.60	46,155.20	48,131.20	49,961.60
	1,297.60	1,350.40	1,406.40	1,461.60	1,519.20	1,582.40	1,647.20	1,709.60	1,775.20	1,851.20	1,921.60
	16.22	16.88	17.58	18.27	18.99	19.78	20.59	21.37	22.19	23.14	24.02
	24.33	25.32	26.37	27.41	28.49	29.67	30.89	32.06	33.29	34.71	36.03
	40.55	42.20	43.95	45.68	47.48	49.45	51.48	53.43	55.48	57.85	60.05
11	35,110.40	36,566.40	38,001.60	39,499.20	41,142.40	42,827.20	44,449.60	46,155.20	48,131.20	49,961.60	52,020.80
	1,350.40	1,406.40	1,461.60	1,519.20	1,582.40	1,647.20	1,709.60	1,775.20	1,851.20	1,921.60	2,000.80
	16.88	17.58	18.27	18.99	19.78	20.59	21.37	22.19	23.14	24.02	25.01
	25.32	26.37	27.41	28.49	29.67	30.89	32.06	33.29	34.71	36.03	37.52
	42.20	43.95	45.68	47.48	49.45	51.48	53.43	55.48	57.85	60.05	62.53
12	36,566.40	38,001.60	39,499.20	41,142.40	42,827.20	44,449.60	46,155.20	48,131.20	49,961.60	52,020.80	54,080.00
	1,406.40	1,461.60	1,519.20	1,582.40	1,647.20	1,709.60	1,775.20	1,851.20	1,921.60	2,000.80	2,080.00
	17.58	18.27	18.99	19.78	20.59	21.37	22.19	23.14	24.02	25.01	26.00
	26.37	27.41	28.49	29.67	30.89	32.06	33.29	34.71	36.03	37.52	39.00
	43.95	45.68	47.48	49.45	51.48	53.43	55.48	57.85	60.05	62.53	65.00
13	38,001.60	39,499.20	41,142.40	42,827.20	44,449.60	46,155.20	48,131.20	49,961.60	52,020.80	54,080.00	56,160.00
	1,461.60	1,519.20	1,582.40	1,647.20	1,709.60	1,775.20	1,851.20	1,921.60	2,000.80	2,080.00	2,160.00
	18.27	18.99	19.78	20.59	21.37	22.19	23.14	24.02	25.01	26.00	27.00
	27.41	28.49	29.67	30.89	32.06	33.29	34.71	36.03	37.52	39.00	40.50
	45.68	47.48	49.45	51.48	53.43	55.48	57.85	60.05	62.53	65.00	67.50
14	39,499.20	41,142.40	42,827.20	44,449.60	46,155.20	48,131.20	49,961.60	52,020.80	54,080.00	56,160.00	58,489.60
	1,519.20	1,582.40	1,647.20	1,709.60	1,775.20	1,851.20	1,921.60	2,000.80	2,080.00	2,160.00	2,249.60
	18.99	19.78	20.59	21.37	22.19	23.14	24.02	25.01	26.00	27.00	28.12
	28.49	29.67	30.89	32.06	33.29	34.71	36.03	37.52	39.00	40.50	42.18
	47.48	49.45	51.48	53.43	55.48	57.85	60.05	62.53	65.00	67.50	70.30
15	41,142.40	42,827.20	44,449.60	46,155.20	48,131.20	49,961.60	52,020.80	54,080.00	56,160.00	58,489.60	60,944.00
	1,582.40	1,647.20	1,709.60	1,775.20	1,851.20	1,921.60	2,000.80	2,080.00	2,160.00	2,249.60	2,344.00
	19.78	20.59	21.37	22.19	23.14	24.02	25.01	26.00	27.00	28.12	29.30
	29.67	30.89	32.06	33.29	34.71	36.03	37.52	39.00	40.50	42.18	43.95
	49.45	51.48	53.43	55.48	57.85	60.05	62.53	65.00	67.50	70.30	73.25
16	42,827.20	44,449.60	46,155.20	48,131.20	49,961.60	52,020.80	54,080.00	56,160.00	58,489.60	60,944.00	63,273.60
	1,647.20	1,709.60	1,775.20	1,851.20	1,921.60	2,000.80	2,080.00	2,160.00	2,249.60	2,344.00	2,433.60
	20.59	21.37	22.19	23.14	24.02	25.01	26.00	27.00	28.12	29.30	30.42
	30.89	32.06	33.29	34.71	36.03	37.52	39.00	40.50	42.18	43.95	45.63
	51.48	53.43	55.48	57.85	60.05	62.53	65.00	67.50	70.30	73.25	76.05
17	44,449.60	46,155.20	48,131.20	49,961.60	52,020.80	54,080.00	56,160.00	58,489.60	60,944.00	63,273.60	65,686.40
	1,709.60	1,775.20	1,851.20	1,921.60	2,000.80	2,080.00	2,160.00	2,249.60	2,344.00	2,433.60	2,526.40
	21.37	22.19	23.14	24.02	25.01	26.00	27.00	28.12	29.30	30.42	31.58
	32.06	33.29	34.71	36.03	37.52	39.00	40.50	42.18	43.95	45.63	47.37
	53.43	55.48	57.85	60.05	62.53	65.00	67.50	70.30	73.25	76.05	78.95

APPENDIX C
LAS VEGAS CONVENTION AND VISITORS AUTHORITY
SALARY RANGES FOR ALL BARGAINING AMBASSADORS
EFFECTIVE JULY 14, 2019

Annual
Bi-Weekly
Hourly
Overtime
Holiday

	Step 0	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
18	46,155.20	48,131.20	49,961.60	52,020.80	54,080.00	56,160.00	58,489.60	60,944.00	63,273.60	65,686.40	68,390.40
	1,775.20	1,851.20	1,921.60	2,000.80	2,080.00	2,160.00	2,249.60	2,344.00	2,433.60	2,526.40	2,630.40
	22.19	23.14	24.02	25.01	26.00	27.00	28.12	29.30	30.42	31.58	32.88
	33.29	34.71	36.03	37.52	39.00	40.50	42.18	43.95	45.63	47.37	49.32
	55.48	57.85	60.05	62.53	65.00	67.50	70.30	73.25	76.05	78.95	82.20
19	48,131.20	49,961.60	52,020.80	54,080.00	56,160.00	58,489.60	60,944.00	63,273.60	65,686.40	68,390.40	71,156.80
	1,851.20	1,921.60	2,000.80	2,080.00	2,160.00	2,249.60	2,344.00	2,433.60	2,526.40	2,630.40	2,736.80
	23.14	24.02	25.01	26.00	27.00	28.12	29.30	30.42	31.58	32.88	34.21
	34.71	36.03	37.52	39.00	40.50	42.18	43.95	45.63	47.37	49.32	51.32
	57.85	60.05	62.53	65.00	67.50	70.30	73.25	76.05	78.95	82.20	85.53
20	49,961.60	52,020.80	54,080.00	56,160.00	58,489.60	60,944.00	63,273.60	65,686.40	68,390.40	71,156.80	74,068.80
	1,921.60	2,000.80	2,080.00	2,160.00	2,249.60	2,344.00	2,433.60	2,526.40	2,630.40	2,736.80	2,848.80
	24.02	25.01	26.00	27.00	28.12	29.30	30.42	31.58	32.88	34.21	35.61
	36.03	37.52	39.00	40.50	42.18	43.95	45.63	47.37	49.32	51.32	53.42
	60.05	62.53	65.00	67.50	70.30	73.25	76.05	78.95	82.20	85.53	89.03
21	52,020.80	54,080.00	56,160.00	58,489.60	60,944.00	63,273.60	65,686.40	68,390.40	71,156.80	74,068.80	76,960.00
	2,000.80	2,080.00	2,160.00	2,249.60	2,344.00	2,433.60	2,526.40	2,630.40	2,736.80	2,848.80	2,960.00
	25.01	26.00	27.00	28.12	29.30	30.42	31.58	32.88	34.21	35.61	37.00
	37.52	39.00	40.50	42.18	43.95	45.63	47.37	49.32	51.32	53.42	55.50
	62.53	65.00	67.50	70.30	73.25	76.05	78.95	82.20	85.53	89.03	92.50
22	54,080.00	56,160.00	58,489.60	60,944.00	63,273.60	65,686.40	68,390.40	71,156.80	74,068.80	76,960.00	80,059.20
	2,080.00	2,160.00	2,249.60	2,344.00	2,433.60	2,526.40	2,630.40	2,736.80	2,848.80	2,960.00	3,079.20
	26.00	27.00	28.12	29.30	30.42	31.58	32.88	34.21	35.61	37.00	38.49
	39.00	40.50	42.18	43.95	45.63	47.37	49.32	51.32	53.42	55.50	57.74
	65.00	67.50	70.30	73.25	76.05	78.95	82.20	85.53	89.03	92.50	96.23
23	56,160.00	58,489.60	60,944.00	63,273.60	65,686.40	68,390.40	71,156.80	74,068.80	76,960.00	80,059.20	83,241.60
	2,160.00	2,249.60	2,344.00	2,433.60	2,526.40	2,630.40	2,736.80	2,848.80	2,960.00	3,079.20	3,201.60
	27.00	28.12	29.30	30.42	31.58	32.88	34.21	35.61	37.00	38.49	40.02
	40.50	42.18	43.95	45.63	47.37	49.32	51.32	53.42	55.50	57.74	60.03
	67.50	70.30	73.25	76.05	78.95	82.20	85.53	89.03	92.50	96.23	100.05
24	58,489.60	60,944.00	63,273.60	65,686.40	68,390.40	71,156.80	74,068.80	76,960.00	80,059.20	83,241.60	86,632.00
	2,249.60	2,344.00	2,433.60	2,526.40	2,630.40	2,736.80	2,848.80	2,960.00	3,079.20	3,201.60	3,332.00
	28.12	29.30	30.42	31.58	32.88	34.21	35.61	37.00	38.49	40.02	41.65
	42.18	43.95	45.63	47.37	49.32	51.32	53.42	55.50	57.74	60.03	62.48
	70.30	73.25	76.05	78.95	82.20	85.53	89.03	92.50	96.23	100.05	104.13
25	60,944.00	63,273.60	65,686.40	68,390.40	71,156.80	74,068.80	76,960.00	80,059.20	83,241.60	86,632.00	90,105.60
	2,344.00	2,433.60	2,526.40	2,630.40	2,736.80	2,848.80	2,960.00	3,079.20	3,201.60	3,332.00	3,465.60
	29.30	30.42	31.58	32.88	34.21	35.61	37.00	38.49	40.02	41.65	43.32
	43.95	45.63	47.37	49.32	51.32	53.42	55.50	57.74	60.03	62.48	64.98
	73.25	76.05	78.95	82.20	85.53	89.03	92.50	96.23	100.05	104.13	108.30

APPENDIX D
LAS VEGAS CONVENTION AND VISITORS AUTHORITY
SALARY RANGES FOR ALL BARGAINING AMBASSADORS
EFFECTIVE JULY 12, 2020

Annual
Bi-Weekly
Hourly
Overtime
Holiday

	Step 0	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
	33,384.00	34,673.60	36,088.00	37,585.60	39,062.40	40,601.60	42,286.40	44,033.60	45,697.60	47,444.80	49,483.20
	1,284.00	1,333.60	1,388.00	1,445.60	1,502.40	1,561.60	1,626.40	1,693.60	1,757.60	1,824.80	1,903.20
9	16.05	16.67	17.35	18.07	18.78	19.52	20.33	21.17	21.97	22.81	23.79
	24.08	25.01	26.03	27.11	28.17	29.28	30.50	31.76	32.96	34.22	35.69
	40.13	41.68	43.38	45.18	46.95	48.80	50.83	52.93	54.93	57.03	59.48
	34,673.60	36,088.00	37,585.60	39,062.40	40,601.60	42,286.40	44,033.60	45,697.60	47,444.80	49,483.20	51,355.20
	1,333.60	1,388.00	1,445.60	1,502.40	1,561.60	1,626.40	1,693.60	1,757.60	1,824.80	1,903.20	1,975.20
10	16.67	17.35	18.07	18.78	19.52	20.33	21.17	21.97	22.81	23.79	24.69
	25.01	26.03	27.11	28.17	29.28	30.50	31.76	32.96	34.22	35.69	37.04
	41.68	43.38	45.18	46.95	48.80	50.83	52.93	54.93	57.03	59.48	61.73
	36,088.00	37,585.60	39,062.40	40,601.60	42,286.40	44,033.60	45,697.60	47,444.80	49,483.20	51,355.20	53,476.80
	1,388.00	1,445.60	1,502.40	1,561.60	1,626.40	1,693.60	1,757.60	1,824.80	1,903.20	1,975.20	2,056.80
11	17.35	18.07	18.78	19.52	20.33	21.17	21.97	22.81	23.79	24.69	25.71
	26.03	27.11	28.17	29.28	30.50	31.76	32.96	34.22	35.69	37.04	38.57
	43.38	45.18	46.95	48.80	50.83	52.93	54.93	57.03	59.48	61.73	64.28
	37,585.60	39,062.40	40,601.60	42,286.40	44,033.60	45,697.60	47,444.80	49,483.20	51,355.20	53,476.80	55,598.40
	1,445.60	1,502.40	1,561.60	1,626.40	1,693.60	1,757.60	1,824.80	1,903.20	1,975.20	2,056.80	2,138.40
12	18.07	18.78	19.52	20.33	21.17	21.97	22.81	23.79	24.69	25.71	26.73
	27.11	28.17	29.28	30.50	31.76	32.96	34.22	35.69	37.04	38.57	40.10
	45.18	46.95	48.80	50.83	52.93	54.93	57.03	59.48	61.73	64.28	66.83
	39,062.40	40,601.60	42,286.40	44,033.60	45,697.60	47,444.80	49,483.20	51,355.20	53,476.80	55,598.40	57,740.80
	1,502.40	1,561.60	1,626.40	1,693.60	1,757.60	1,824.80	1,903.20	1,975.20	2,056.80	2,138.40	2,220.80
13	18.78	19.52	20.33	21.17	21.97	22.81	23.79	24.69	25.71	26.73	27.76
	28.17	29.28	30.50	31.76	32.96	34.22	35.69	37.04	38.57	40.10	41.64
	46.95	48.80	50.83	52.93	54.93	57.03	59.48	61.73	64.28	66.83	69.40
	40,601.60	42,286.40	44,033.60	45,697.60	47,444.80	49,483.20	51,355.20	53,476.80	55,598.40	57,740.80	60,132.80
	1,561.60	1,626.40	1,693.60	1,757.60	1,824.80	1,903.20	1,975.20	2,056.80	2,138.40	2,220.80	2,312.80
14	19.52	20.33	21.17	21.97	22.81	23.79	24.69	25.71	26.73	27.76	28.91
	29.28	30.50	31.76	32.96	34.22	35.69	37.04	38.57	40.10	41.64	43.37
	48.80	50.83	52.93	54.93	57.03	59.48	61.73	64.28	66.83	69.40	72.28
	42,286.40	44,033.60	45,697.60	47,444.80	49,483.20	51,355.20	53,476.80	55,598.40	57,740.80	60,132.80	62,649.60
	1,626.40	1,693.60	1,757.60	1,824.80	1,903.20	1,975.20	2,056.80	2,138.40	2,220.80	2,312.80	2,409.60
15	20.33	21.17	21.97	22.81	23.79	24.69	25.71	26.73	27.76	28.91	30.12
	30.50	31.76	32.96	34.22	35.69	37.04	38.57	40.10	41.64	43.37	45.18
	50.83	52.93	54.93	57.03	59.48	61.73	64.28	66.83	69.40	72.28	75.30
	44,033.60	45,697.60	47,444.80	49,483.20	51,355.20	53,476.80	55,598.40	57,740.80	60,132.80	62,649.60	65,041.60
	1,693.60	1,757.60	1,824.80	1,903.20	1,975.20	2,056.80	2,138.40	2,220.80	2,312.80	2,409.60	2,501.60
16	21.17	21.97	22.81	23.79	24.69	25.71	26.73	27.76	28.91	30.12	31.27
	31.76	32.96	34.22	35.69	37.04	38.57	40.10	41.64	43.37	45.18	46.91
	52.93	54.93	57.03	59.48	61.73	64.28	66.83	69.40	72.28	75.30	78.18
	45,697.60	47,444.80	49,483.20	51,355.20	53,476.80	55,598.40	57,740.80	60,132.80	62,649.60	65,041.60	67,516.80
	1,757.60	1,824.80	1,903.20	1,975.20	2,056.80	2,138.40	2,220.80	2,312.80	2,409.60	2,501.60	2,596.80
17	21.97	22.81	23.79	24.69	25.71	26.73	27.76	28.91	30.12	31.27	32.46
	32.96	34.22	35.69	37.04	38.57	40.10	41.64	43.37	45.18	46.91	48.69
	54.93	57.03	59.48	61.73	64.28	66.83	69.40	72.28	75.30	78.18	81.15

APPENDIX D
LAS VEGAS CONVENTION AND VISITORS AUTHORITY
SALARY RANGES FOR ALL BARGAINING AMBASSADORS
EFFECTIVE JULY 12, 2020

Annual
Bi-Weekly
Hourly
Overtime
Holiday

	Step 0	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
	47,444.80	49,483.20	51,355.20	53,476.80	55,598.40	57,740.80	60,132.80	62,649.60	65,041.60	67,516.80	70,304.00
	1,824.80	1,903.20	1,975.20	2,056.80	2,138.40	2,220.80	2,312.80	2,409.60	2,501.60	2,596.80	2,704.00
18	22.81	23.79	24.69	25.71	26.73	27.76	28.91	30.12	31.27	32.46	33.80
	34.22	35.69	37.04	38.57	40.10	41.64	43.37	45.18	46.91	48.69	50.70
	57.03	59.48	61.73	64.28	66.83	69.40	72.28	75.30	78.18	81.15	84.50
	49,483.20	51,355.20	53,476.80	55,598.40	57,740.80	60,132.80	62,649.60	65,041.60	67,516.80	70,304.00	73,153.60
	1,903.20	1,975.20	2,056.80	2,138.40	2,220.80	2,312.80	2,409.60	2,501.60	2,596.80	2,704.00	2,813.60
19	23.79	24.69	25.71	26.73	27.76	28.91	30.12	31.27	32.46	33.80	35.17
	35.69	37.04	38.57	40.10	41.64	43.37	45.18	46.91	48.69	50.70	52.76
	59.48	61.73	64.28	66.83	69.40	72.28	75.30	78.18	81.15	84.50	87.93
	51,355.20	53,476.80	55,598.40	57,740.80	60,132.80	62,649.60	65,041.60	67,516.80	70,304.00	73,153.60	76,148.80
	1,975.20	2,056.80	2,138.40	2,220.80	2,312.80	2,409.60	2,501.60	2,596.80	2,704.00	2,813.60	2,928.80
20	24.69	25.71	26.73	27.76	28.91	30.12	31.27	32.46	33.80	35.17	36.61
	37.04	38.57	40.10	41.64	43.37	45.18	46.91	48.69	50.70	52.76	54.92
	61.73	64.28	66.83	69.40	72.28	75.30	78.18	81.15	84.50	87.93	91.53
	53,476.80	55,598.40	57,740.80	60,132.80	62,649.60	65,041.60	67,516.80	70,304.00	73,153.60	76,148.80	79,123.20
	2,056.80	2,138.40	2,220.80	2,312.80	2,409.60	2,501.60	2,596.80	2,704.00	2,813.60	2,928.80	3,043.20
21	25.71	26.73	27.76	28.91	30.12	31.27	32.46	33.80	35.17	36.61	38.04
	38.57	40.10	41.64	43.37	45.18	46.91	48.69	50.70	52.76	54.92	57.06
	64.28	66.83	69.40	72.28	75.30	78.18	81.15	84.50	87.93	91.53	95.10
	55,598.40	57,740.80	60,132.80	62,649.60	65,041.60	67,516.80	70,304.00	73,153.60	76,148.80	79,123.20	82,305.60
	2,138.40	2,220.80	2,312.80	2,409.60	2,501.60	2,596.80	2,704.00	2,813.60	2,928.80	3,043.20	3,165.60
22	26.73	27.76	28.91	30.12	31.27	32.46	33.80	35.17	36.61	38.04	39.57
	40.10	41.64	43.37	45.18	46.91	48.69	50.70	52.76	54.92	57.06	59.36
	66.83	69.40	72.28	75.30	78.18	81.15	84.50	87.93	91.53	95.10	98.93
	57,740.80	60,132.80	62,649.60	65,041.60	67,516.80	70,304.00	73,153.60	76,148.80	79,123.20	82,305.60	85,571.20
	2,220.80	2,312.80	2,409.60	2,501.60	2,596.80	2,704.00	2,813.60	2,928.80	3,043.20	3,165.60	3,291.20
23	27.76	28.91	30.12	31.27	32.46	33.80	35.17	36.61	38.04	39.57	41.14
	41.64	43.37	45.18	46.91	48.69	50.70	52.76	54.92	57.06	59.36	61.71
	69.40	72.28	75.30	78.18	81.15	84.50	87.93	91.53	95.10	98.93	102.85
	60,132.80	62,649.60	65,041.60	67,516.80	70,304.00	73,153.60	76,148.80	79,123.20	82,305.60	85,571.20	89,065.60
	2,312.80	2,409.60	2,501.60	2,596.80	2,704.00	2,813.60	2,928.80	3,043.20	3,165.60	3,291.20	3,425.60
24	28.91	30.12	31.27	32.46	33.80	35.17	36.61	38.04	39.57	41.14	42.82
	43.37	45.18	46.91	48.69	50.70	52.76	54.92	57.06	59.36	61.71	64.23
	72.28	75.30	78.18	81.15	84.50	87.93	91.53	95.10	98.93	102.85	107.05
	62,649.60	65,041.60	67,516.80	70,304.00	73,153.60	76,148.80	79,123.20	82,305.60	85,571.20	89,065.60	92,622.40
	2,409.60	2,501.60	2,596.80	2,704.00	2,813.60	2,928.80	3,043.20	3,165.60	3,291.20	3,425.60	3,562.40
25	30.12	31.27	32.46	33.80	35.17	36.61	38.04	39.57	41.14	42.82	44.53
	45.18	46.91	48.69	50.70	52.76	54.92	57.06	59.36	61.71	64.23	66.80
	75.30	78.18	81.15	84.50	87.93	91.53	95.10	98.93	102.85	107.05	111.33

LVCVA/SEIU Local 1107
COLLECTIVE BARGAINING AGREEMENT
Supervisor Unit
July 1, 2018 to June 30, 2023

SIGNATURES



BRIAN SHEPHERD, Deputy Trustee
Service Employees International Union,
Local 1107



ROSSI RALENKOTTER
Chief Executive Officer
Las Vegas Convention & Visitors Authority



GRACE VERGARA-MACTAL, Deputy
Trustee

Service Employees International Union,
Local 1107



BARBARA BOLENDER, Chief Negotiator

Chief People Officer
Las Vegas Convention & Visitors Authority

LVCVA/SEIU Local 1107
COLLECTIVE BARGAINING AGREEMENT
Employee Unit
July 1, 2018 to June 30, 2023

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