

**STATE OF VERMONT  
AND VERMONT STATE EMPLOYEES' ASSOCIATION, INC.  
DEPARTMENT OF CORRECTIONS RECRUITMENT AND RETENTION  
SIDE LETTER**

The following is the agreement reached by the State of Vermont, the Department of Corrections ("DOC") and the Vermont State Employees' Association, Inc., ("VSEA") specifying certain recruitment and retention monetary enhancements for employees in the Corrections Bargaining Unit and Supervisory Bargaining Unit, respectively, in lieu of lost monetary opportunities provided for by the terms of the July 1, 2020 – June 30, 2022, Collective Bargaining Agreements ("CBA"). Notwithstanding any provisions to the contrary in the CBA, the Parties agree as follows:

1. Effective with the Payroll Period beginning August 29, 2021, through the Payroll Period ending March 12, 2022, employees who are working in, assigned to work in or filling in for "Security" positions in Correctional Facilities (generally described as those positions or duties customarily performed by uniformed security staff or staff who would be uniformed if not for certain aspects of their duties) shall receive the following payments in addition to any other compensation:
  - a. Payment of the gross amount of Fifty dollars (\$50) per full 8-hour shift (\$25 for full half shifts) worked in the Security position or performing "hospital" or "transport" coverage
2. Effective with the Payroll Period beginning August 29, 2021, through the Payroll Period ending March 12, 2022, employees who have been designated to be on Standby to perform "hospital" or "transport" coverage shall receive the following payments in addition to the contractually required compensation for being on Standby:
  - a. Payment of the gross amount of Twenty-five dollars (\$25) per full 8-hour shift (\$12.50 for full half shifts) while on Standby to perform "hospital" or "transport" coverage.
  - b. Should an employee on Standby under this section be called-in to perform "hospital" or "transport" coverage, they shall be paid in accordance with section 1(a) above, for all hours actually performing said coverage.
3. Employees who are currently employed by DOC as of August 30, 2021, shall be paid Retention payments in accordance with the schedule listed below. Employees must be employed on the date the payment is processed to receive said payment
  - a. Employees who have successfully completed original probation shall be entitled to a lump sum payment of the gross amount of one thousand dollars (\$1000) on the first pay date following the full execution of this agreement. These employees will receive a second lump payment of the gross amount of one thousand dollars (\$1000) on the first pay date following an additional six (6) months of successful service in DOC.
  - b. Employees who have yet to successfully completed original probation shall be entitled to a lump sum payment of the gross amount of one thousand dollars (\$1000) on the first pay date following successful completion of original probation. These employees will receive a second lump sum payment of the gross amount of one thousand dollars (\$1000) on the first pay date following an additional six (6) months of successful service in DOC.
  - c. Employees whose position requires attendance at the Corrections Academy and who have not yet attended said Academy (so-called "Gap hires") shall be eligible for Recruitment/Retention compensation as described in section 4, below.

