


STATE OF HAWAII | KA MOKU'ĀINA O HAWAII
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES | KA 'OIHANA LOIHELU A LAWELAWE LAULĀ
P.O. BOX 119, HONOLULU, HAWAII 96810-0119

December 18, 2023

COMPTROLLER'S MEMORANDUM NO. 2023-27

TO: Heads of Departments and Agencies
ATTN: Payroll Offices
FROM: Keith A. Regan, Comptroller 
SUBJECT: Statutory Dues Changes for HGEA BUs 02, 03, 04, 06, 08, 09, 13, and 14

This memorandum is to advise all departments and agencies of the statutory dues changes for the employees in HGEA-represented bargaining units 02, 03, 04, 06, 08, 09, 13, and 14, effective January 1, 2024 (January 19, 2024, pay date). In accordance with Section 89-4(a), Hawaii Revised Statutes and HGEA's Statutory Dues Calculation Procedure, HGEA is requesting an adjustment of dues for their member employees or the amount equivalent to the regular dues for non-member employees in BU 02, 03, 04, 06, 08, 09, 13, and 14 represented by the HGEA, AFSCME Local 152, AFL-CIO.

Per HGEA, the straight-time monthly salary is defined as the employee's monthly basic rate of pay including differential pay for compression, conversion, related, retention, salary adjustment, school year, temporary, DOE special services adjustment (Unit 13), and shortage amounts received by the employee.

- Effective January 1, 2024, the formula for calculating statutory dues for these employees is as follows:
 - (1) For employees with regular work hours of 21 or more per week, the statutory dues are .008 times the straight-time monthly salary plus affiliation fee payments to AFSCME (\$15.55 per month).
 - (2) For employees with 20 regular work hours per week, the statutory dues are .008 times the straight-time monthly salary plus affiliation fee payments for AFSCME (\$11.60 per month).
- BU 3
 - Effective August 2, 2023 (School Year 2023-2024) – Repricing action of a one salary range (SR) increase in accordance with the Educational Assistant and Teaching Assistant Supplemental Agreement.

- BU 6 Vice Principals Only
 - Effective August 3, 2023 – Conversion of 10-month vice principals to a 12-month work year in accordance with the 12-month Vice Principals Memorandum of Agreement, including compensation based on a 12-month vice principal salary schedule.
- BU 6
 - Effective January 1, 2024 – All employees move one step. 1.40% one-time lump sum payment for employees on the maximum step of the salary schedule or not administratively assigned to the salary schedule.

Deduction of the new statutory dues will be effective for the pay date January 19, 2024.

Your cooperation in transmitting this information to your departments will be appreciated.