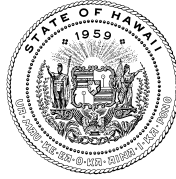


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STATE OF HAWAI'I | KA MOKU'ĀINA O HAWAI'I
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES | KA 'OIHANA LOIHELU A LAWELAWÉ LAULĀ
P.O. BOX 119, HONOLULU, HAWAII 96810-0119

July 1, 2025

COMPTROLLER'S MEMORANDUM NO. 2025-16

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, and 13

This memorandum is to advise all departments and agencies of the statutory dues changes for the employees in HGEA-represented bargaining units (BUs) 02, 03, 04, 06, 08, 09, and 13, effective July 1, 2025 (July 18, 2025 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 BUs 02, 03, 04, 06, 08, 09, and 13 represented by the HGEA, AFSCME Local 152, AFL-CIO.

The definition of the straight-time monthly will include the pay adjustment related to the change in salary, as stated below:

BU 02

- Effective July 1, 2025 – 3.50% across-the-board increase for all employees, including employees not administratively assigned to the salary schedule (SRNA, former L5, B1, and C1).

BU 03

- Effective July 1, 2025 – 3.50% across-the-board increase for all employees, including employees not administratively assigned to the salary schedule (SRNA, exempt included employees).

BU 04

- Effective July 1, 2025 – 3.50% across-the-board increase for all employees, including employees not administratively assigned to the salary schedule (SRNA, exempt included employees).

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BU 06

- Effective July 1, 2025
 - 3.20% pay increase for Educational Officers, Associate Athletic Directors, Directors, and employees not administratively assigned to the salary schedule (SRNA).
 - New salary schedule combining Vice Principals and Principals.

BU 08

- Effective July 1, 2025 – 3.50% across-the-board increase for all employees, including employees not administratively assigned to the salary schedule (exempt included employees).

BU 09

- Effective July 1, 2025
 - 2.70% across-the-board increase for all employees, including employees not administratively assigned to the salary schedule (SRNA, exempt included employees).
 - Continuation of the step movement plan for eligible employees.
 - Lump-sum payment of \$1,500.00, prorated per full-time equivalency for all employees in the unit not eligible for a step movement for the duration of the contract period, including employees not administratively assigned to the salary schedule (SRNA) and employees at the last step of the salary schedule (Step M).

BU 13

- Effective July 1, 2025
 - 2.12% across-the-board increase for all employees, including employees not administratively assigned to the salary schedule (SRNA, exempt included employees).
 - Continuation of the step movement plan for eligible employees.
 - Lump-sum payment of \$2,000.00, prorated per full-time equivalency for all employees in the unit not eligible for a step movement for the duration of the contract period, including employees not administratively assigned to the salary schedule (SRNA) and employees at the last step of the salary schedule (Step M).

This dues adjustment should be performed concurrently with their change in salary or retroactively, based on the collective bargaining agreement for the period July 1, 2025 through June 30, 2029 for BUs 02, 03, 04, 06, 08, 09, and 13.

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 (\$16.05 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 to AFSCME (\$12.00 per month).

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

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