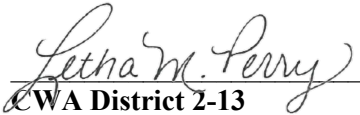


Potomac CSSC Hour-at-a-Time Vacation Trial for 2021

The Company and the Union agree to a one year trial of hour-at-a-time vacation for the associates who are in the Kimberly Barna Director Group in the Potomac CSSC centers located in Silver Spring and Salisbury, Maryland, Richmond, Hampton Roads, and Roanoke, Virginia and Clarksburg, West Virginia. The specifics of the trial are as follows:

1. For a period of twelve (12) months, beginning January 2021 (effective date of agreement), three (3) vacation days for each eligible full time associate may be scheduled and taken in one-hour increments (in order to accommodate a 7.5 hour tour associate, one increment must be taken as 1.5 hours).
2. The granting of this time off will be subject to the Vacation Scheduling Percentages Letter of Understanding. The hour requested cannot cause the percentage limit to be exceeded for the half tour in which the time is taken.
3. Vacation time in less than one day increments may not be selected and scheduled in advance during the 2021 initial selection process.
4. Any unused partial vacation day totaling 3.5 hours or less for a 7.5 hour tour associate must be used by December 31, 2021.
5. Excused Work Days are not included in this trial.
6. The Company or the Union may discontinue this trial upon thirty (30) calendar days' written notice to the other party.
7. This Trial will remain in effect through December 31, 2021 and expire at that time absent mutual agreement to extend it with or without modifications.


CWA District 2-13


Labor Relations

01/12/2021
Date

1/13/2021
Date