

LISTING OF EMPLOYEE BENEFITS

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PURPOSE

This policy is designed to inform employees of the benefits that are available through the County. These benefits are counted in the "total compensation" of employees.

SCOPE

This policy applies to all County employees. Each benefit listed describes the general plan and to which employee status it applies. To obtain more plan details, coverage or other specific information, employees should refer to the plan's Summary Plan Description (SPD) or other literature available through the human resource office. County benefits are subject to change at any time for any reason and are not guaranteed to any employee for any period of time.

CROSS REFERENCE

Leave, Policy 400
Holidays, Policy 420
Educational Assistance, 430
Benefit Continuation, Policy 450

COUNTY PROVIDED BENEFITS

1. Health, Dental, Vision Plans
 - A. Group coverage with premium sharing between the County and the employee. The insurance committee meets annually to determine the most effective coverage for County employees.
 - B. Eligible employees are career service employees, appointed employees, and elected officials. Part time career service employees may be responsible for a higher contribution depending on hours worked.
 - C. Employees may enroll upon hire, rehire, or annually, during open enrollment. Employees may also enroll, change, add, or terminate coverage during the year, depending on family status changes that occur throughout the year.
2. Employee Assistance Program (EAP)
 - A. Employees may contact the EAP provider for free counseling for items such as

financial planning, time and stress management, physiological disorders, among others. This service is initially without cost to the employee, however, may evolve into more in-depth counseling that will require the employee to pay for services not covered by the EAP. Employees should refer to their health insurance plan for alternate coverage.

- B. All employees are eligible, regardless of employment status. Volunteers and independent contractors are excluded.
 - C. Employees are automatically enrolled upon hire.
3. Term Life Insurance / Accidental Death & Dismemberment
- A. Group coverage is offered to employees. Specific amounts are County paid and the employee may elect additional coverage and be responsible for the premiums.
 - B. Eligible employees are career service employees, appointed employees, and elected officials.
 - C. Employees may enroll for additional coverage upon hire, rehire, or at any time throughout the year. A waiting period may apply for medical eligibility.
4. Long Term Disability
- A. Employees that are qualified shall receive pay at a reduced hourly rate to compensate for the lost work time and wages due to a disability. The plan requires an initial waiting period. The County covers the premium for this benefit.
 - B. Eligible employees are career service employees, appointed employees, and elected officials.
 - C. Employees enroll upon hire or upon status change to career service.
5. Employee Fund
- A. Employees may donate a pre determined, per pay period dollar amount to a fund that is designed as a good will fund. A committee is responsible for the administration of the fund.
 - B. All County employees and elected officials may participate and receive benefits.
 - C. Employees may enroll upon hire, rehire, or any time throughout the year.
6. Retirement
- A. The County provides a retirement benefit with a vesting schedule and specific requirements that must be met in order to receive payment. The plan is administered by Utah Retirement Systems.

- B. Eligible employees are career service employees, appointed employees, and elected officials.
7. 401(k) / 457(b)
- A. Tax free retirement planning / investing options with several risk level investment options. Annually, the County determines a percentage it contributes to each employee's account. The employee may have access to funds prior to reaching retirement age, certain restrictions apply.
 - B. Eligible employees are career service employees, appointed employees, and elected officials.
 - C. Employees enroll upon hire and may make payroll contributions. The employee may make changes throughout the year.
8. Individual Retirement Accounts (IRA's) - Traditional and Roth IRA's are available. Contact Utah Retirement Systems for more information.
9. Other
- A. For Holidays, Educational Assistance, and Leave, please refer to the respective policy.
 - B. The County reserves the right to add, change, or amend any benefit at any time.
 - C. County employees may be eligible to receive discounts for services through vendors or service providers. Contact HR for current discounts that may apply.