



## MADERA IRRIGATION DISTRICT SUMMARY OF EMPLOYEE BENEFITS

### **HEALTH BENEFITS:**

The District has developed a broad and comprehensive set of employment benefits to supplement regular wages. A brief description of the major health benefits are as follows:

#### **Medical Insurance:** Benefit Waiting Period: 30 days

Regular employees are included in the District's group health insurance plan. Employees may choose which of the offered plans to join. Coverage begins the first of the month following 30 days of employment.

The District pays the total premium cost for each covered employee and 85% of the cost of the dependent coverage. The remaining 15% dependent coverage is the responsibility of the employee and is payroll deducted from the employee's earnings on the first two payrolls of each month.

#### **Dental Insurance:** Benefit Waiting Period: 30 days

The District currently offers a group Dental Insurance Plan to the regular employees. Coverage begins the first of the month following 30 days of employment.

The current Dental Plan covers the employee and all dependents and is paid by the District.

#### **Vision Insurance:** Benefit Waiting Period: 30 days

The District currently offers a group Vision Insurance Plan to the regular employees. Coverage begins the first of the month following 30 days of employment.

The current Vision Plan covers the employee and all dependents and is paid by the District.

#### **Life Insurance:** Benefit Waiting Period: 6 Months

Regular full-time employees are eligible to participate in the District's Life Insurance Plan after completion of six (6) months continuous full-time employment. Coverage is up to two times (2x) the annual salary, with a \$200,000 maximum cap amount. The current Life Insurance Plan covers the employee and is paid by the District. The employee can purchase additional supplemental coverage at his/her own expense.

The District pays the full cost of the monthly premiums of term Life Insurance including Accidental Death and Dismemberment.

**Benefit Allowance:**

The District contributes \$80 per month for regular full-time employees to be used in one or more of the following purposes:

1. Other insurance contributions/offered employee benefits
2. Supplemental Life insurance contributions
3. Deferred compensation contributions
4. Supplemental insurance coverage through carriers

If the District is paying 85% of the dependent costs for benefit insurance, the District will not contribute the \$80.

For employees waiving medical insurance, the District will provide \$110 allowance to be used for the above options.

**Flexible Spending Account (Flex 125 Plan):**

The District offers a flexible spending account for all District staff.

**RETIREMENT BENEFITS:**

**Retirement Plan:**

This is a 401(a) defined contribution plan offered by the District to supplement employee's retirement benefits. In this type of plan the District's contribution amounts are defined and deposited into the Plan over the course of an employee's employment. Upon retirement the employee's assets under the Plan are available for distribution under certain terms and conditions. To be eligible for this Plan, an employee must be 18 years of age and have completed one (1) continuous year of service with the District. The District contributes four percent (4%) of an employee's gross pay as a base contribution and may contribute a matching percentage that is allocated proportionate to the amount of salary deferral; current matching contribution is 4.5% annually.

**457 Deferred Compensation Plan:**

The District provides the opportunity for all employees to enroll in a payroll tax deferral plan called, "Deferred Compensation 457". The employee's contributions are invested in a plan managed by an outside vendor. Contributions are voluntarily made by employee's "pre-tax" payroll deductions.

**PAID LEAVE:** The District offers several categories of leave with two (2) of those leaves outlined below:

**Annual Leave:**

Employees in a regular full-time position accrues annual leave on the first two payrolls of each month, in equal amounts, but cannot be used until the following month.

Accruals are as follows:

- 1 through 5 years – 8 hours per month (12 days per year)
- 5 through 10 years – 10 hours per month (15 days per year)
- 10 through 15 years – 12 hours per month (18 days per year)
- 15 through 20 years – 14 hours per month (21 days per year)

20 years and beyond – 16 hours per month (24 days per year)

**Sick Leave:**

Sick leave may be used by regular full-time employees for absences from work due to illness, accidents, pregnancy, or medical appointments. Beginning with the hire date of employment, each employee accrues eight (8) hours of sick leave for each month of employment and is accrued on the first two payrolls of each month, in equal amounts, but cannot be used until the payroll period following the payroll period during which it was earned.

**HOLIDAYS:**

The District recognizes twelve (12) holidays which applies to all regular full-time employees. When a recognized holiday falls on a Saturday, the preceding Friday is observed. When a recognized holiday falls on a Sunday, the following Monday is observed. When there are two observed holidays that occur consecutively including Saturday or Sunday, the General Manager will determine the days the District will observe.

**MID HOLIDAYS**

New Year’s Day	January 1 <sup>st</sup>
Martin Luther King	Third Monday in January
Lincoln’s Birthday	February 12 <sup>th*</sup>
Washington Birthday	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4 <sup>th</sup>
Labor Day	First Monday in September
Veteran’s Day	November 11 <sup>th</sup>
Thanksgiving Day	Fourth Thursday in November
Day After Thanksgiving	Day Following Thanksgiving
Christmas Eve	December 24 <sup>th</sup>
Christmas Day	December 25 <sup>th</sup>

\*Note: The District may adjust the day on which Lincoln’s Birthday is observed to coincide with Madera Unified School District schedule (Board Agenda item 7c. December 17, 2013).