



City of Des Moines



BENEFITS SUMMARY 2016

Non-represented, IAM and Teamsters Employees

Vacation

Annual paid vacations are granted to all regular full-time employees and, on a pro rata basis, to regular part-time employees, with a maximum carryover from one calendar year to the next, according to the following schedule:

<u>Years of Service</u>	<u>Monthly Accrual</u>	<u>Maximum Annual Carryover</u>
0-3 years	8 hours	255 hours
4-6 years	10 hours	270 hours
7-10 years	12 hours	285 hours
11-15 years	14 hours	300 hours
16+ years	16 hours	315 hours

Sick Leave

Regular full-time employees accrue sick leave benefits at the rate of eight hours per month. Regular part-time employees accrue prorated sick leave benefits according to hours worked.

Holidays

Regular full-time employees have the following paid holidays: New Year's Day, Martin Luther King, Jr. Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, the Friday after Thanksgiving, and Christmas Day. Employees are granted 16 hours of floating or personal holiday time during each calendar year. In addition, for all years that Christmas Eve falls on a Monday through Thursday, all City buildings close at noon. Regular, part-time employees receive prorated holidays and personal holidays.

Washington State Retirement System

The City participates in the Washington State Department of Retirement Systems (DRS) plans. Non-represented and Teamsters employees who work at least 70 hours per month in an eligible position are covered by the Public Employees Retirement System (PERS).

If you are new to the PERS retirement system, you must choose between Plan 2 and Plan 3 within 90 days of hire; if you do not make a selection within by that deadline, you will be placed in Plan 3 by default. As a newly eligible PERS employee, once you make a choice, you cannot change plans. Please find more information about these retirement plans at the DRS website:

Plan Choice: www.savewithwa.empower-retirement.com

Plan 2: www.drs.wa.gov/member/handbooks/pers/plan-2/default.htm

Plan 3: www.drs.wa.gov/member/handbooks/pers/plan-3/default.htm

Social Security Replacement and Deferred Compensation Plans

In lieu of Social Security, the City and employees each contribute to a 401(a) plan, and the City contributes to a 457 deferred compensation plan as follows:

		City Contribution	Employee Contribution
401(a)	Non-represented Employees	5.00%	6.20%
	Teamsters	5.00%	6.20%
457	Non-represented Employees	1.52%	Choice
	Teamsters	0.353%	Choice

There is no vesting requirement for the 457 plan. Vesting for the City's contributions to the 401(a) plan are as follows: 25% after two years of service; 50% after three years of service; 75% after four years of service; and 100% after five years of service.

Medical Plan Options

The City provides your choice of the following medical plans through the Association of Washington Cities (AWC):

	Monthly Premiums	Monthly City Contribution	Monthly Employee Contribution
1. Regence High Deductible Health Plan For plan benefits summary click here .			
<input type="checkbox"/> Employee	399.92	399.92	-0-
<input type="checkbox"/> Employee and spouse	804.77	764.29	40.49
<input type="checkbox"/> Employee and one dependent child	602.92	582.62	20.30
<input type="checkbox"/> Employee and two/more dependent children	769.14	732.22	36.92
<input type="checkbox"/> Employee, spouse and one dependent child	1,007.77	946.99	60.79
<input type="checkbox"/> Employee, spouse and two/more dependent children	1,173.99	1,096.58	77.41
2. Group Health High Deductible Health Plan For plan benefits summary click here .			
<input type="checkbox"/> Employee	432.79	432.79	-0-
<input type="checkbox"/> Employee and spouse	856.90	814.49	42.41
<input type="checkbox"/> Employee and one dependent child	649.53	627.86	21.67
<input type="checkbox"/> Employee and two/more dependent children	866.27	822.92	43.35
<input type="checkbox"/> Employee, spouse and one dependent child	1,073.64	1,009.56	64.09
<input type="checkbox"/> Employee, spouse and two/more dependent children	1,290.38	1,204.62	85.76
3. HealthFirst For plan benefits summary click here .			
<input type="checkbox"/> Employee	705.88	635.29	70.59
<input type="checkbox"/> Employee and spouse	1,417.09	1,204.26	212.83
<input type="checkbox"/> Employee and one dependent child	1,055.80	915.23	140.57
<input type="checkbox"/> Employee and two/more dependent children	1,345.75	1,147.19	198.56
<input type="checkbox"/> Employee, spouse and one dependent child	1,767.01	1,484.20	282.81
<input type="checkbox"/> Employee, spouse and two/more dependent children	2,056.96	1,716.16	340.80
4. Group Health \$10 Copay Plan For plan benefits summary click here .			
<input type="checkbox"/> Employee	591.02	531.92	59.10
<input type="checkbox"/> Employee and spouse	1,173.35	997.78	175.57
<input type="checkbox"/> Employee and one dependent child	887.88	769.41	118.47
<input type="checkbox"/> Employee and two/more dependent children	1,184.74	1,006.89	177.85
<input type="checkbox"/> Employee, spouse and one dependent child	1,470.21	1,235.27	234.94
<input type="checkbox"/> Employee, spouse and two/more dependent children	1,767.07	1,472.76	294.31

HDHP-HRA Medical Plan Package

For employees who choose the City's HDHP-HRA package (Option 1 or 2 above), the City covers the full high deductible amount, and more. With the high deductible plans, the City pre-funds a benefits debit card for the full amount of the deductible, and also covers a share of coinsurance costs. In summary:

- The City pays 100% of the premiums for employee and 90% for dependents
- The City preloads HRA benefits debit card with \$1,500 for employee only or \$3,000 if enrolling dependent(s). Preloading amounts are prorated for new hires based on the number of months covered by City of Des Moines health insurance in the current calendar year.
- Benefits debit card can be used to pay the deductible or other medical, dental, vision expenses (IRS Code 213d).
- If the deductible is met, the employee must pay any coinsurance of \$1,500 single or \$3,000 ("donut hole").
- The City then pays any remaining coinsurance until the out-of-pocket maximum is reached (\$5,000 single/\$10,000 family per year)
- Once the out-of-pocket maximum is reached, the Regence or Group Health pays 100% of covered costs.
- All funds remaining on the benefits debit card by the end of the calendar year are deposited into the employee's HRA-VEBA account the following April. The HRA-VEBA can be saved with investment earnings for medical costs in retirement, or used to get reimbursed for qualified out-of-pocket healthcare costs. HRA-VEBA funds do roll over from year to year. All contributions, investment earnings, and withdrawals (claims) are tax-free.

Traditional Medical Plans

For employees who choose the HealthFirst or Group Health \$10 Copay Plan (Option 3 or 4 above):

- The City pays 90% of the premiums for the employee and 80% for dependents.
- The City also contributes \$580 for employee-only coverage or \$1,130 for employee plus at least one dependent to the employee's HRA-VEBA, can be saved with investment earnings for medical costs in retirement, or used to get reimbursed for qualified out-of-pocket healthcare costs. HRA-VEBA funds do roll over from year to year. All contributions, investment earnings, and withdrawals (claims) are tax-free.

Flexible Spending Account

The FSA is optional (via payroll deduction) regardless of which medical plan chosen. There are two types of FSAs. One is for eligible medical expenses, with a maximum contribution amount of \$2,550. The IRS recently altered its long-standing "use it or lose it" rule, now allowing carryover of up to \$500 in unused health FSA funds to the following calendar year. The other type of FSA is for dependent care, with an annual limit of \$5,000 for qualifying individuals who are married and file a joint return, or \$2,500 for those who are married and file separate returns.

Dental and Orthodontia

The City pays 100% of the premiums for Washington Dental Services Plan F through AWC plus the Orthodontia Plan II for children.

Vision

The City pays 100% of the premiums for the \$25 Copay Vision Service Plan (VSP) through AWC.

Cigna Life and Survivor Income and Disability Benefit

The City also pays the premiums for the following insurance plans through Cigna: basic term life insurance, long term disability insurance, and survivor life benefit insurance.

Dependents

The only domestic partners eligible for coverage are State Registered Domestic Partners where at least one partner is over 62. All others must be legally married to be eligible. Employees will continue to be responsible for employee share of the cost of the medical insurance for their dependents.

Employee Assistance Program

The City-paid EAP program provides confidential counseling on personal issues, free of charge. The EAP also provides free legal assistance, with consultation with a qualified attorney over the phone for issues such as creating/updating wills, civil lawsuits, divorce, etc. In addition, financial assistance is available free of charge, for issues such as saving for college, getting out of debt, and retirement planning. The EAP also provides work-life assistance, such as finding child care, home repair, or event/vacation planning. To access the EAP, call 1-800-570-9315. Online assistance is also available at www.guidanceresources.com. The EAP is available to all employees as well as immediate family members, including dependent children and anyone living in their household.

Questions

Feel free to contact Maureen Murphy, Human Resources Manager, at 206-870-6722 or mmurphy@desmoineswa.gov if you have any questions or concerns about the City's benefits.