



## 2012 Employee Summary of Benefits

A total compensation package is available to all benefit eligible employees who work a minimum of twenty (20) hours per week. The following are benefits available to employees as part of their total compensation:

♦ Medical ♦ Clinic ♦ Flexible Spending Account (FSA) ♦ Health Savings Account (HSA) ♦ Dental ♦ Vision ♦ 401(a) Defined Contribution ♦ 457 Deferred Compensation ♦ Basic Life/Accidental Death & Dismemberment (AD&D) ♦ Supplemental Life Insurance ♦ Dependent Life Insurance ♦ Long-Term Disability (LTD) ♦ Critical Illness/Whole Life/Accident ♦ Sick Leave ♦ Vacation ♦ Employee Assistance Program (EAP) ♦ Social Security (FICA) ♦ Direct Deposit ♦ Credit Union

***Medical, Dental, Vision, FSA, HSA, Basic Life/AD&D and LTD are effective the first of the month following thirty (30) days of employment. All other benefits are effective upon hire.***

### **MEDICAL/Rx INSURANCE:**

All new employees are eligible for medical/prescription insurance the first of the month following thirty (30) calendar days of employment. There are two medical plans offered – PPO and HDHP/HSA. Detailed information will be given during Benefits Orientation.

#### **Novia Care Clinic:**

The clinic is available to all employees and dependents who participate in the medical plan through Mesa County.

PPO Participants ~ Employees and dependents are eligible to visit the medical office for preventive care at no cost. Diagnostic/acute visits will cost \$10 per visit and be paid through a payroll deduction.

HDHP Participants ~ Employees and dependents will be eligible to visit the medical office for preventive care at no cost. ***HDHP Participants are NOT eligible to visit the medical office for diagnostic visits.***

#### **Flexible Spending Accounts:**

Pre-tax funds can be used for qualifying dependent care expenses and qualifying unreimbursed medical, dental and vision expenses. The maximum annual contribution for unreimbursed medical is \$6,000 and \$5,000 for dependent care. For more information please check the website at [www.takecareWageWorks.info](http://www.takecareWageWorks.info).

#### **Health Savings Accounts:**

A HSA is available to employees who are enrolled in a High Deductible Health Plan (“HDHP”). Employees can put pre-tax money into an account to save for future health related expenses (qualified medical, dental, vision expenses). For more information, visit the website at [www.rmhpgoodhealthsa.com](http://www.rmhpgoodhealthsa.com).

#### **DENTAL:**

All new employees are eligible for insurance the first of the month following thirty (30) calendar days of employment. If an employee or dependent enters the plan after January 1st and does not have a qualified reason, they will be subject to the 12-month waiting period for non-preventive care. Non-preventive care includes basic, major and orthodontia services.

#### **VISION:**

All new employees are eligible for insurance the first of the month following thirty (30) calendar days of employment. Our provider is VSP.



2012 MEDICAL/DENTAL/VISION PREMIUMS

<b>PARTICIPATION IN MPWR/BLOOD DRAW</b>								
<b>Full-Time (36+ hours/week)</b>					<b>Part-Time (20-35 hours/week)</b>			
	<b>Employee</b>	<b>County</b>	<b>% Cont</b>	<b>TOTAL</b>	<b>Employee</b>	<b>County</b>	<b>% Cont</b>	<b>TOTAL</b>
<b>PPO</b>								
EE	\$26.00	\$348.00	93%	\$374.00	\$184.00	\$181.00	50%	\$365.00
EE + 1	\$203.00	\$497.00	71%	\$700.00	\$425.00	\$261.00	38%	\$686.00
Family	\$300.00	\$608.00	67%	\$908.00	\$571.00	\$321.00	36%	\$892.00
<hr/>								
<b>Full-Time (36+ hours/week)</b>					<b>Part-Time (20-35 hours/week)</b>			
	<b>Employee</b>	<b>County</b>	<b>% Cont</b>	<b>TOTAL</b>	<b>Employee</b>	<b>County</b>	<b>% Cont</b>	<b>TOTAL</b>
<b>HDHP</b>								
EE	\$30.00	\$353.00	92%	\$383.00	\$190.00	\$183.00	49%	\$373.00
EE + 1	\$200.00	\$501.00	71%	\$701.00	\$424.00	\$263.00	38%	\$687.00
Family	\$292.00	\$619.00	68%	\$911.00	\$568.00	\$326.00	36%	\$894.00
<hr/>								
<b>NON-PARTICIPATION IN MPWR/BLOOD DRAW</b>								
<b>Full-Time (36+ hours/week)</b>					<b>Part-Time (20-35 hours/week)</b>			
	<b>Employee</b>	<b>County</b>	<b>% Cont</b>	<b>TOTAL</b>	<b>Employee</b>	<b>County</b>	<b>% Cont</b>	<b>TOTAL</b>
<b>PPO</b>								
EE	\$76.00	\$348.00	82%	\$424.00	\$234.00	\$181.00	44%	\$415.00
EE + 1	\$253.00	\$497.00	66%	\$750.00	\$475.00	\$261.00	35%	\$736.00
Family	\$350.00	\$608.00	63%	\$958.00	\$621.00	\$321.00	34%	\$942.00
<hr/>								
<b>Full-Time (36+ hours/week)</b>					<b>Part-Time (20-35 hours/week)</b>			
	<b>Employee</b>	<b>County</b>	<b>% Cont</b>	<b>TOTAL</b>	<b>Employee</b>	<b>County</b>	<b>% Cont</b>	<b>TOTAL</b>
<b>HDHP</b>								
EE	\$80.00	\$353.00	82%	\$433.00	\$240.00	\$183.00	43%	\$423.00
EE + 1	\$250.00	\$501.00	67%	\$751.00	\$474.00	\$263.00	36%	\$737.00
Family	\$342.00	\$619.00	64%	\$961.00	\$618.00	\$326.00	35%	\$944.00
<hr/>								
<b>HSA Funding</b>								
<b>Maximum Contributions (Annual ÷ 12 Pay Periods):</b>								
<b>Under 55 Years of Age</b>					<b>55+ Years Of Age = Additional \$1000</b>			
	<b>ANNUALLY</b>		<b>MONTHLY</b>		<b>ANNUALLY</b>		<b>MONTHLY</b>	
EE	\$3,100	(Single)	\$258.33	(Single)	\$4,100	(Single)	\$341.66	(Single)
EE + 1	\$6,250	(Double)	\$520.83	(Double)	\$7,250	(Double)	\$604.16	(Double)
Family	\$6,250	(Family)	\$520.83	(Family)	\$7,250	(Family)	\$604.16	(Family)
<hr/>								
<b>Full-Time (36+ hours/week)</b>					<b>Part-Time (20-35 hours/week)</b>			
	<b>Employee</b>	<b>County</b>	<b>% Cont</b>	<b>TOTAL</b>	<b>Employee</b>	<b>County</b>	<b>% Cont</b>	<b>TOTAL</b>
<b>Dental</b>								
EE	\$35.00	\$5.00	13%	\$40.00	\$40.00	\$0.00	0%	\$40.00
EE + SP	\$72.00	\$5.00	6%	\$77.00	\$77.00	\$0.00	0%	\$77.00
EE + CH	\$88.00	\$5.00	5%	\$93.00	\$93.00	\$0.00	0%	\$93.00
Family	\$124.00	\$5.00	4%	\$129.00	\$129.00	\$0.00	0%	\$129.00
<hr/>								
<b>Full-Time (36+ hours/week)</b>					<b>Part-Time (20-35 hours/week)</b>			
	<b>Employee</b>	<b>County</b>	<b>% Cont</b>	<b>TOTAL</b>	<b>Employee</b>	<b>County</b>	<b>% Cont</b>	<b>TOTAL</b>
<b>Vision</b>								
EE	\$9.92	\$0.00	0%	\$9.92	\$9.92	\$0.00	0%	\$9.92
EE + 1	\$17.61	\$0.00	0%	\$17.61	\$17.61	\$0.00	0%	\$17.61
Family	\$28.39	\$0.00	0%	\$28.39	\$28.39	\$0.00	0%	\$28.39

**RETIREMENT PLAN (DEFINED CONTRIBUTION):**

Mesa County has a 401(a) retirement plan through Colorado County Officials and Employees Retirement Association (CCOERA). As a condition of employment at initial hire, an employee is required to contribute 3% of their gross base monthly salary which Mesa County matches at 100%.

The employee becomes 100% vested after completion of the third year of service. Should an employee leave employment prior to completion of the third year of service, the match made by Mesa County is forfeited.

**RETIREMENT PLAN (DEFERRED COMPENSATION):**

The 457 plan is available at any time to employees as an additional option for retirement savings. Contribution calendar maximum is \$16,500 for employees under age 50 and \$22,000 for employees over age 50. Pre-tax contributions and after-tax contributions (Roth IRA) are available as investment options.

**BASIC LIFE/AD&D:**

All new employees are eligible for insurance the first of the month following thirty (30) calendar days of employment.

Mesa County provides employees (**at no cost to the employee**) with \$20,000 of life insurance and \$20,000 of Accidental Death & Dismemberment ("AD&D").

**VOLUNTARY SUPPLEMENTAL LIFE AND AD&D INSURANCE/DEPENDENT LIFE:**

All new employees are eligible for insurance the first of the month following thirty (30) calendar days of employment.

You may purchase supplemental life insurance; AD&D; and dependent life on a voluntary basis. Rates are based on amount of coverage and age.

**LONG-TERM DISABILITY INSURANCE:**

All new employees are eligible for insurance the first of the month following thirty (30) calendar days of employment.

Mesa County pays 100% of your long term disability insurance premium. Should you become disabled while actively employed by Mesa County, there is an 180-day waiting period and then the plan pays 60% of your monthly salary, if approved. This benefit is taxable.

**WHOLE LIFE/CRITICAL ILLNESS/ACCIDENT INSURANCE:**

All new employees are eligible for voluntary whole life/critical illness/accident insurance during open enrollment.

**SICK LEAVE:**

*Full-time regular* (non-law enforcement and civilian law enforcement) employees accrue sick leave at the rate of ten (10) hours per month to a maximum accumulation of 1440 hours (180 days).

*Full-time regular* (law enforcement) employees accrue sick leave at the rate of 10.625 hours per month to a maximum accumulation of 1530 hours.

*Part-time regular* employees working an average of twenty (20) hours or more per week accrue sick leave at the rate of five (5) hours per month, beginning with the first full month of employment. The maximum amount of sick leave accumulation is 720 hours.

**ANNUAL LEAVE (VACATION):**

**Employment Accumulation Rate (Non-Law Enforcement):**

After six (6) continuous months of employment, *full-time regular* employees (non-law enforcement) are credited with 48 hours of vacation leave and continue to accumulate vacation leave as follows with a maximum annual carry over of 240 hours:

7 months - 4 years ..... 8 hours per month

5 years - 10 years ..... 10 hours per month

11 years - 15 years ..... 12 hours per month

16 years or more..... 13.33 hours per month

**Part-time regular employees** working an average of twenty (20) hours or more per week are credited with twenty-four (24) hours of vacation leave after six (6) months continuous employment and begin to accrue one-half (1/2) of the annual leave benefits available to regular full-time employees as stated above.

**Employment Accumulation Rate (Civilian Law Enforcement):**

After six (6) continuous months of employment, *full-time regular* employees (civilian law enforcement) are credited with 88 hours of vacation leave and continue to accumulate vacation leave as follows with a maximum annual carry over of 240 hours:

1 month – 48 months .....	14.67 hours per month
49 months – 120 months .....	16.67 hours per month
121 months – 180 months .....	18.67 hours per month
181 months or more.....	20.00 hours per month

**Employment Accumulation Rate (Law Enforcement):**

After six (6) continuous months of employment, *full-time regular* employees (law enforcement) are credited with 93.5 hours of vacation leave and continue to accumulate vacation leave as follows with a maximum annual accumulation of 510 hours and a maximum carry-over of 255 hours:

1 month – 48 months .....	15.59 hours per month
49 months – 120 months .....	17.71 hours per month
121 months – 180 months .....	19.84 hours per month
181 months or more.....	21.25 hours per month

**EMPLOYEE ASSISTANCE PROGRAM (EAP):**

Mesa County offers limited counseling sessions per issue at no cost to the employee or members of the employee's household family. Confidential counseling is available on problem issues relating to work, alcohol and drug abuse, marriage and family, divorce, self-esteem, stress, grief, depression, and other emotional issues. Initial services are provided at no cost to employees and to their family members living at home. Call (866) 252-4468 for an appointment.

**SOCIAL SECURITY (F.I.C.A.):**

Social Security is withheld beginning the first day of employment. Mesa County contributes 7.65%.

**GRAND JUNCTION FEDERAL CREDIT UNION:**

The Credit Union is located at 910 Main and membership is open to employees and family members. Some of the services offered are savings accounts, checking account, IRAs, loans, Visa cards. Visit their web site at [www.grandjunctionfcu.org](http://www.grandjunctionfcu.org) for more information.

**FITNESS FACILITIES/OTHER DISCOUNTED SERVICES:**

Mesa County has discounted memberships with various clubs and other vendors. Please visit <http://mesawave/Employee%20Discounts.htm> for a complete listing.

**2012 HOLIDAYS:**

New Year's Day .....	(January 2)
Martin Luther King Day .....	(January 16)
President's Day .....	(February 20)
Memorial Day .....	(May 28)
Independence Day .....	(July 4)
Labor Day .....	(September 3)
Veteran's Day .....	(November 12)
Thanksgiving .....	(November 22 and 23)
Christmas .....	(December 25)

**2012 PAY PERIODS:**

Pay Period:	Pay Date:
12/22 – 01/21 .....	01/31
01/22 – 02/20 .....	02/29
02/21 – 03/21 .....	03/30
03/22 – 04/21 .....	04/30
04/22 – 05/21 .....	05/31
05/22 – 06/20 .....	06/29
06/21 – 07/21 .....	07/31
07/22 – 08/21 .....	08/31
08/22 – 09/20 .....	09/28
09/21 – 10/21 .....	10/31
10/22 – 11/20 .....	11/30
11/21 – 12/21 .....	12/31



## ***HUMAN RESOURCES***

We are here to help you with all of your needs.

Employee Relations  
Recruitment  
Retention  
Compensation  
Benefits  
Organizational Development  
Workers' Compensation/Risk

---

---

Human Resources Front Desk .....	(970) 244-1856
Sandy Perry (Human Resources Manager) .....	(970) 244-1855
Sheryl Coffey (Compensation/Benefits Manager) .....	(970) 255-7117
Sandra Alexander (Recruitment & Retention Specialist) .....	(970) 255-7118
Landen Brolien (Recruitment & Retention Specialist) .....	(970) 244-1695
Joshua Hainey (Benefits Administrator) .....	(970) 244-1858
Jean Boothe (Risk Specialist) .....	(970) 244-1868
Andrea Gorbett (Administrative Assistant) .....	(970) 244-1887