

Maintenance, Clerical, and Technical Employees

Effective 7/1/2023

Additional Paid Leave

Personal Leave: 3 days per fiscal year (2 hours for each month of service previous year). One-day additional Personal Leave each year for birthday. Personal Leave must be used before the end of the fiscal year. Bereavement Leave: 5 days per occurrence, last 2 days charged against sick leave. Family Illness: 3 days per occurrence, charged against sick leave. Medical/Dental Appointments: charged against sick leave.

Deferred Compensation

Employee may defer up to the annual maximum IRS Section 457 contribution limit, \$22,500.00 for calendar year 2023. Employee may defer an additional amount per year if eligible for "over 50 catch-up", \$7,500.00 for calendar year 2023. No employer contribution except as stated under health plans.

Dental Insurance

Delta Dental Plan: Employee and dependents coverage. Monthly premium of \$117.49 paid by the District. Maximum benefit is \$2,000 per calendar year; the plan pays 75% of covered diagnostic and treatment charges. Orthodontics: \$2,000 lifetime benefit; the plan pays 60% of covered orthodontic charges.

Holidays

13.5 Paid holidays per year and other such holidays may be designated by the Board of Directors.

Life Insurance

Basic Coverage: \$25,000. Premium paid by District. Supplemental Coverage: Optional coverage selected by employee up to \$500,000, based on salary, paid by employee through payroll deduction. District reimbursement of up to \$70 per month. Accidental Death/Personal Accident Insurance: Optional coverage selected by employee, paid by employee through payroll deduction.

Long-Term Disability

Long-Term Disability Insurance: Optional coverage selected by employee for benefit amount up to 66 2/3% of bi-weekly regular base salary, paid by employee through payroll deduction. District reimbursement of up to \$20 per month.

Medical Insurance

The monthly premiums for the District's medical plans are listed below. The maximum district contribution is the amount charged for family coverage under the lowest-cost plan available to the District. KAISER: Employee: \$897.78, Employee + Spouse: \$1,885.34, Employee + Children:

\$1,616.00, Employee + Spouse + Children: \$2,603.56 (District contribution: \$2,603.56, Employee contribution: \$0). HEALTH NET: Employee: \$1,662.19, Employee + Family: \$3,519.30 (District contribution: \$2,603.56, Employee contribution: \$915.74 for family coverage). With proof of alternative health coverage, an employee may opt to waive District provided health coverage. The unused part of the District's contribution for the plan of employee's choice, will be contributed to the employee's deferred compensation plan for an amount up to \$1,350.00.

Miscellaneous Compensation

NIGHT SHIFT DIFFERENTIAL: \$0.65 per hour for all hours worked after 5:00 p.m. and before 7:00 a.m. to which an employee is regularly assigned; \$1.00 per hour for all hours worked after 5:00 p.m. and before 7:00 a.m. to which an employee is not regularly assigned.

GRADE OUT-OF-CLASS PAY: \$25.00 per day for work in a higher class, beginning with the first day of the assignment. Out-of-class assignments must be authorized by the supervisor.

CALL-BACK PAY: 3-hour minimum at 1½ time; 4-hour minimum for call-back 6 hours after the end of assigned work schedule and before the beginning of the next assigned work schedule.

ON-CALL PAY: \$40.00 per weeknight; \$60.00 per Saturday or Sunday (based on \$20.00 per 8-hour shift.) \$90.00 per holiday (based on \$30.00 per 8-hour shift).

OVERTIME: Operations/Maintenance Unit and Clerical/Technical Sub-Group: Overtime is paid at 1½ time for time worked over 8 hours in one day or 40 hours in one week; double time after 12 hours in one day. Payment may be made in cash or compensatory time off. Overtime must be authorized by supervisor.

MEAL ALLOWANCE: An employee assigned two or more hours of overtime work immediately following or preceding their regular work shift, or called in within three hours of their scheduled quitting time, is reimbursed a maximum of \$12.00 for a meal.

PROTECTIVE CLOTHING: Operations/Maintenance employees and other field personnel are provided with appropriate protective clothing and safety gear. Employees who are required to wear safety shoes in the performance of their duties are reimbursed \$250.00 every fiscal year for purchase or repair of safety shoes. An employee may carryover the unused portion of their annual reimbursement allotment, to a maximum of \$250.00 carryover per year, for a maximum reimbursement not to exceed \$500.00 in any one year.

Retirement

Eligible employees who are employed by the District on or before December 31, 2012, and eligible employees who are hired on or after January 1, 2013, and who are not considered to be a “new member” of PERS, as defined by PEPR, shall be in the 2.5% @ 55 Retirement Plan with a minimum retirement age of 50 years and final compensation calculated on the highest single year of pensionable compensation. Unused sick leave converted to service credit at retirement. Military service credit option. Employee PERS contribution of 8% is shared by the District and the

employee; District pays 2%, employee pays 6%. District's employer contribution rate is 14.06% for normal cost, effective 7/1/2023.

Employees hired on or after January 1, 2013, and who are considered to be a “new member” of PERS, as defined in PEPRRA shall be in the 2% at age 62 Retirement Plan with a minimum retirement age of 52 years and final compensation calculated on the highest average of pensionable compensation earned during a period of 36 consecutive months. Employee PERS contribution of 7.750% is paid by the employee; District's employer contribution rate is 7.68%, effective 7/1/2023.

Short-Term Disability

Short-Term Disability Insurance: State Disability Plan. Cost is 0.9% of employee's salary, paid by District, on taxable earnings of \$153,164 for 2023. (Max. \$1,378.48 in 2023.)

Sick Leave

12 days per year; maximum accumulation 1,000 hours. Sick Leave Payout Policy: Unused sick leave over 1,000 hours is paid off at 100% of equivalent cash value every July 1. Upon resignation in good standing, unused sick leave is paid out according to the following schedule: 1-5 years of employment: 20% of cash value. 6-10 years of employment: 25% of cash value. 11 or more years of employment: 30% of cash value. Upon retirement, unused sick leave over 1,000 hours is paid out at 100% of equivalent cash value; the remainder is converted to retirement service credit. Unused sick leave under 100 hours is paid out similar to resignation procedures above.

Tuition Reimbursement

\$1,000.00 per year per employee.

Vacation

1st year: 10 days/yr. 2nd year: 12 days/yr. 5th year: 16 days/yr. 10th year: 18 days/yr. 15th year: 20 days/yr. 20th year: 22/days/yr. Maximum accumulation is 256 hours for employees with one to five years of services, and two years of vacation earnings (20-44 days) for employees with five or more years of services. Vacation is paid out in full upon termination. Option to cash out up to 40 hours per year.

Vision Insurance

Vision Service Plan: Employee and dependents coverage. Monthly premium of \$27.98 paid by District. (Single coverage: \$13.01, with remainder to deferred compensation.) Covers 1 eye exam and 1 pair of lenses per year; 1 set of frames every 2 years. Some provision for contact lenses. Co-pay: \$25.00.

Workers' Compensation

The District provides workers' compensation insurance through membership in the California Sanitation Risk Management Authority workers compensation pool.