



## BELKNAP COUNTY 2020 OUTLINE OF BENEFITS PART TIME EMPLOYEES

### **VACATION TIME:**

Available for designated regular part time employees who have a work schedule of 20 or more hours per week.

#### **Less than 10 years of Service:**

Part time Hours	Weekly Accrual	Annual Accrual	Maximum Accrual
20 hrs/week	1.1547 hrs	60 hrs	120 hrs
24 hrs/week	1.3856 hrs	72 hrs	144 hrs
30 hrs/week	1.7325 hrs	90 hrs	180 hrs
32 hrs/week	1.848 hrs	96 hrs	192 hrs

#### **Over 10 years of Service:**

Part time Hours	Weekly Accrual	Annual Accrual	Maximum Accrual
20 hrs/week	1.5404 hrs	80 hrs	120 hrs
24 hrs/week	1.8475 hrs	96 hrs	192 hrs
30 hrs/week	2.3094 hrs	120 hrs	240 hrs
32 hrs/week	2.4642 hrs	128 hrs	256 hrs

#### **Over 20 years of Service:**

Part time Hours	Weekly Accrual	Annual Accrual	Maximum Accrual
20 hrs/week	1.8475 hrs	96 hrs	160 hrs
24 hrs/week	2.2170 hrs	115 hrs	192 hrs
30 hrs/week	2.7713 hrs	144 hrs	240 hrs
32 hrs/week	2.9561 hrs	154 hrs	256 hrs

### **SICK TIME:**

Available for designated regular part time employees who have a work schedule of 20 or more hours per week.

Part time Hours	Weekly Accrual	Annual Accrual	Maximum Accrual
20 hrs/week	1.1547 hrs	60 hrs	440 hrs
24 hrs/week	1.3856 hrs	72 hrs	528hrs
30 hrs/week	1.7325 hrs	90 hrs	660 hrs
32 hrs/week	1.848 hrs	96 hrs	704 hrs

### **HOLIDAYS:**

Holidays are prorated for designated regular part time employees who have a work schedule of 20 or more hours per week. The County observes eleven paid holidays, as follows:

New Year's Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, and the Day after Thanksgiving Day, Christmas Day, and one Floating Holiday, which must be taken within the current calendar year and can only be taken as a full day. An employee must be employed from the beginning of the calendar year to qualify for this day.

Part time Hours	Holiday Pay
20 hrs/week	4 hrs
24 hrs/week	4.8 hrs
30 hrs/week	6 hrs
32 hrs/week	6.4 hrs

### **SICK PAY BONUS:**

Paid 3 days pay, if employee has used 32 hours or less sick leave during the calendar year.

Sick pay bonus is paid the first full week in January the following year only to regular full-time employees and prorated for regular part time employees who accrue paid sick leave.

### **DENTAL: Effective 1/1/20**

The County offers group dental insurance for full-time and part-time (20 or more hours) regular employees, effective the first of the month following date of hire. This benefit is employee funded only.

Single -	\$48.32 /month with weekly payroll deduction of \$12.08.
Two Person Plan -	\$104.04/month with weekly payroll deduction of \$26.04.
Family Plan -	\$178.00/month with weekly payroll deduction of \$44.50.

### **DEFERRED 457 COMPENSATION PLANS:**

County employees through payroll deductions may participate in a deferred compensation plan offered by Empower Retirement System. Employee funded only.

**OTHER INSURANCE:**

Colonial Accident & Life Insurance, Aflac and NY Life are available for regular full-time and part time employees. Employees may set up payroll deductions for insurance through these companies for voluntary benefits. The county makes no contribution.

**Shift Differentials:**

**Nursing Staff**

<b>Weekdays</b>	
2 <sup>nd</sup> (3 pm – 11 pm)	\$2.10
3 <sup>rd</sup> (11 pm – 7 am)	\$3.10
<b>Weekend</b>	
1 <sup>st</sup> (7 am – 3 pm)	\$2.10
2 <sup>nd</sup> (3 pm – 11 pm)	\$4.10
3 <sup>rd</sup> (11 pm – 7 am)	\$5.10

Weekday shift differentials will not be paid to non-nursing staff between the hours of 7 AM and 5 PM. With respect to both shift differentials and weekend differentials, the differential will only be paid for hours actually worked on the shift and/or weekend. Individuals must work more than one hour during a particular shift to be eligible to receive the differential.

*Note: This document is a general summary, only for purposes of providing general information to employees & job applicants. It is subject to periodic revision by the Human Resources and/or Finance Department. It should not be construed as any sort of guarantee, commitment or contract for any aspect of the benefits listed, which are also subject to change by Belknap County at its sole discretion subject to annual appropriation and any applicable collective bargaining agreement. In the case of any discrepancies between this document and governing contract documents the original governing documents shall apply.*