

Employee Benefits SUMMARY

As of January 1, 2017

Probation Period: All county employees are subject to a 6-month probationary period beginning on the effective date of employment. There will be no time off granted with pay during this period. If an additional probationary period is necessary, the probationary period may be extended an additional 6-months by the department head.

Days of Pay: All county employees will be paid every two weeks. Earnings are calculated from Monday morning 12:01 a.m. to Sunday night 12:00 p.m. two weeks later. Paychecks will be issued on the following Wednesday.

Vacation Days: 10 days first year, 15 days at 5 years, 20 days at 20 years. Employee must be employed 1 year prior to use. Vacation days must be taken by the end of the calendar year.

Holiday Leave: The county commissioners shall by motion, at budget time each year, designate for the county employees which days shall be paid holidays for the next year.

Sick Leave: 12 days per year. Upon completion of six months of service 6 days will be credited to new employees and at 12 months the other 6 days will be credited. Employee can accumulate up to 90 days of sick leave.

Personal Leave: 2 days per year. Must be employed 1 year prior to use. Personal days must be taken by the end of the calendar.

Health Insurance: BlueCross BlueShield of Kansas is available on the first day of the month following 30 days of employment.

Employee insurance premium is covered 100% by Grant County.

Blue Cross & Blue Shield Coverage costs for Grant County
(Rate 1/1/17-12/31/17)

Employee	\$ 612.80
Employee/Child	\$1,282.02
Employee/Spouse	\$1,316.39
Family	\$1,985.61

Plan is 50/50 up to \$750.00 (\$750.00 per calendar year) and \$1,500.00 maximum per family
Prescription Card \$15.00 for generic drugs and \$30.00 for name brand drugs

Grant County covers first \$10.00 per month of the employee dental plan premium.

Dental Plan: Principal Voluntary Dental Plan Monthly Rates. (Rate 2/1/17-1/31/18)

Employee Only	\$ 35.64
Employee/Children	\$ 82.86
Employee/Spouse	\$ 72.01
Family	\$119.23

Vision Plan: Principal Voluntary Vision Plan.

Employee Only	\$ 9.50
Employee/Children	\$18.39
Employee/Spouse	\$19.59
Family	\$28.46

Employee Term Life Insurance premium is covered 100% by Grant County.

Prudential Life Insurance - \$17,500 employee, \$10,000 spouse and \$5,000 each child – available following 6 months employment.

Retirement Plan: KPERS, All eligible county employees are required to participate in the retirement plan. Contributions are 6% of gross wages.

The following are authorized withholdings that can be withheld from an employee's pay:

- AFLAC - Cancer, Intensive Care, Accident, Short Term Disability
- EMPOWER – KPERS457, Deferred Compensation Plan
- Principal Life Insurance – Dental, Vision and Life
- KPERS Optional Life Insurance – for employee, spouse and/or children
- New York Life Insurance and 457 Plan
- Washington Life – Life, Cancer, Accident, Heart

The following are mandatory deductions that are withheld from an employee's pay:

- Federal Withholding
- Retirement Contribution
- State Withholding
- Garnishments/Income Assignments (if applicable)
- Social Security

Wellness Program: Provided for full-time employees and their spouses.

- Membership to the Grant County Recreation Wellness Center, including Aerobics and Yoga classes. (Employees and/or their spouses who sign up for the Wellness Center and fail to attend at least 10 times per month will be charged the membership of \$30.00 per month which will be deducted from their paycheck.)
- Membership to Grant County Swimming Pool.
- Health Services (at Grant County Health Department) including: Annual flu and pneumonia shots for all employees; and quarterly screening tests: CMP (Comprehensive Metabolic Panels) and Lipid Panels.

Seasonal Vaccinations: Provided for all county employees (Health Insurance will be billed when possible)

- Flu and Pneumonia vaccinations

2017 Holidays:

New Year's Day	January 2
Presidents' Day	February 20
Good Friday	April 14
Memorial Day	May 29
Independence Day	July 4
Labor Day	September 4
Veterans' Day	November 10
Thanksgiving	November 23, 24
Christmas	December 25, 26

