

Health benefits begin on the 1<sup>st</sup> of the month after start date and employees must work an average of 30 hours per week to be eligible. If you would like to verify coverage, please contact providers directly.

### Medical - Blue Cross Blue Shield, Aware network

- All medical options include coverage for prescription drugs through OptumRx.
- All PPO plans are eligible for our Medical Flexible Spending Account.

Per Pay Date Cost by Coverage Level	\$1,000 PPO	\$2,000 PPO	\$3,500 High Deductible	\$5,000 High Deductible
Employee Only	\$119.75	\$91.03	\$79.27	\$57.61
Employee + Spouse/Domestic Partner	\$293.36	\$227.22	\$215.05	\$159.00
Employee + Child(ren)	\$255.09	\$197.58	\$186.99	\$138.26
Employee + Family	\$414.85	\$320.32	\$296.47	\$211.65
<b>HSA Annual Employer Contribution:</b>				
Employee Only			\$500	\$500
Employee + Spouse/Domestic Partner	N/A	N/A	\$1,000	\$1,000
Employee + Child(ren)			\$1,000	\$1,000
Employee + Family			\$1,000	\$1,000

### Dental - Delta Dental

Per Pay Date Cost by Coverage Level	Base Plan	Buy-up Plan
Employee Only	\$4.63	\$7.46
Employee + Spouse	\$9.14	\$15.28
Employee + Child(ren)	\$10.93	\$18.38
Employee + Family	\$15.51	\$26.32

### Vision - EyeMed

Per Pay Date Cost by Coverage Level	Base Plan
Employee Only	\$0.92
Employee + 1	\$1.75
Employee + Family	\$2.57

### Retirement Plans

- Employee Contribution Plan – All employees are eligible as of the 1<sup>st</sup> of the month following their start date and can save pre-tax dollars with many investment options.
  - o Automatic enrollment into plan at 6% employee contribution, fully vested immediately.
- Employer Contribution Plan – Employer contributes 6% earnings following each fiscal year, for that year. Individuals must be active as of September 30 to receive that year’s contribution. Contribution is based on W2 gross wages over the fiscal year up to compensation limit(s). Employees will become fully vested after 3 years, 30% after 1 year and 60% after 2 years.

### The Annual Incentive Plan (AIP):

- A program set each year to provide incentive to employees based on several factors, including overall organizational performance.
- This plan is announced and measured for each fiscal year based on goals set by the organization.

## Paid Time off

- Eligible employees receive Paid Time Off in a lump sum up to, but never exceeding, the following amounts on the 1st day of each calendar year (the “Distribution Date”). Years of service are calculated based on full years completed as of the PTO Distribution Date. Employees are never entitled to hold more PTO than corresponds with the lump sum they receive on their Distribution Date, as outlined in the following table:

Years of Service	PTO Hours Provided on Distribution Date and Maximum Balance Cap
0.00-1.99	192 (24 days) (New Hires: See Proration)
2.00-4.99	224 (28 days)
5.00-9.99	240 (30 days)
10.00+	256 (32 days)

- New Hire Proration: New Hires will receive the below prorated amount of PTO based on the month in which they are hired and their scheduled hours per week on their hire date or as of their distribution date. The below illustrates the first tier:

Month of Hire	PTO Hours Provided on Distribution Date and Maximum Balance Cap		
	Scheduled Hours: 31-40	Scheduled Hours: 21-30	Scheduled Hours: 1-20
Jan	192 (24 days)	144 (18 days)	96 (12 days)
Feb	176 (22 days)	128 (16 days)	88 (11 days)
Mar	160 (20 days)	120 (15 days)	80 (10 days)
Apr	144 (18 days)	112 (14 days)	72 (9 days)
May	128 (16 days)	96 (12 days)	64 (8 days)
Jun	112 (14 days)	80 (10 days)	56 (7 days)
Jul	96 (12 days)	72 (9 days)	48 (6 days)
Aug	80 (10 days)	64 (8 days)	40 (5 days)
Sep	64 (8 days)	48 (6 days)	32 (4 days)
Oct	48 (6 days)	32 (4 days)	24 (3 days)
Nov	32 (4 days)	24 (3 days)	16 (2 days)
Dec	16 (2 days)	16 (2 days)	8 (1 day)

- Additional paid time off available for the below reasons:
  - o Volunteer
  - o Bereavement
  - o Jury Duty/Civic Duty
  - o Blood stem cell (bone marrow and PBSC) donation
  - o School Activity
  - o Voting

## Holidays

- Must normally be scheduled to work on that Holiday to receive the Holiday pay
- Nine regular holidays with one floating holiday to use throughout the year.

## Parental Leave

- Maternity, paternity, adoption and foster leaves are eligible for 12 weeks of parental leave time and 12 weeks of 100% pay continuation (outside of disability pay if applicable).

## Family Caregiving Leaves

- Family caregiving leaves are eligible for up to 12 weeks of time off for caregiving leave. Eligible employees will receive up to two weeks of which will be paid, the remaining 10-weeks will be supplemented using accrued and unused PTO and/or state/local leave.

## USERRA Leaves

- Employees who are members of the Armed Forces of the United States, including reserve components, the National Guard (when called for federal service), or the United States Public Health Service are entitled to up to 10 days per calendar year of paid military leave to perform federal authorized training or active service obligations.

## Employer Paid Benefits

- *Employee Life/AD&D Insurance* - 3x annual salary up to \$600,000 maximum (employee taxed)
- *Short-term disability* - 100% of weekly wage for up to six weeks, 60% pay thereafter up to 12 weeks
- *Long-term disability* - 60% of weekly wages, up to a \$10,000 monthly max
- *Tuition Reimbursement* - All regular employees eligible if active at time of payout; must be job-related with calendar year maximums of \$2,000 for undergrad/\$3,000 for graduate

## **Supplemental Benefits – Fully Employee Paid**

- *Accident insurance*
- *Critical illness insurance*
- *Hospital protection insurance*
- *Identify theft*
- *Legal assistance*
- *Twin Cities Metropass*
- *Voluntary life and AD&D insurance*

## **Well-being Offerings**

- *Discount Program*
- *Emotional Well-being Services*
- *Employee Resource Groups (ERGs)*
- *Learn to Live Emotional Health Platform*
- *NFP Financial Education Platform*
- *Recognition Program*