

# CITY OF HOOVER SUMMARY OF EMPLOYEE BENEFITS

**VACATION/PERSONAL LEAVE:** Vacation leave is earned at the rates listed below for each 40 hour and Fire Protection employee. In addition, full-time employees will be awarded 24 hours of personal leave (31.2 for those working as Fire Protection Employee) after three months of employment and annually thereafter.

**FULL-TIME EMPLOYEES:**

Years of Service	Accruals per Month for 40 Hour Employee	Accruals per Month for Fire Protection Employee
0 month-1 year	6 hours	7.8 hours
1 year 1 month-5 years	8 hours	10.4 hours
5 years 1 month-10 years	10 hours	13.0 hours
10 years 1 month -15 years	12 hours	15.6 hours
15 years 1 month-20 years	14 hours	18.2 hours
20 years 1 month	16 hours	20.8 hours

**PART-TIME EMPLOYEES:**

Years of Service	Accrual per Year
Up to 1 year	20 hours
1 year 1 month to 2 years	25 hours
2 years 1 month to 3 years	30 hours
3 years 1 month to 4 years	35 hours
4 years or more	40 hours

**HOLIDAYS:** 12 paid holidays - Martin Luther King’s Birthday, Good Friday, Memorial Day, Fourth of July\*, Labor Day, Veteran’s Day, Thanksgiving Day\* and the following day, Christmas Eve, Christmas Day\*, New Year’s Eve, New Year’s Day\* (Part-time Employees receive 4 hours notated with \*)

**SICK LEAVE:**

Sick leave will accrue at the following rate for full time employees:

Scheduled Hours Per Week	Monthly Accrual Rate	Annually
40	6 hours	72 hours
Fire Protection Employee	7.8 hours	93.6 hours

**HEALTH INSURANCE:** Effective 01/01/2023, Coverage through Blue Cross Blue Shield PPO (Preferred Medical Doctor) is as follows:

Insurance – Effective 1 <sup>st</sup> day of Month following Hire Date	Bi-Weekly Cost with Wellness Discount	Bi-Weekly Cost Without Wellness Discount
Single Health	\$0	\$16.12
Single Dental	\$0	\$0
Employee plus Children Health	\$101.56	\$135.56
Family Health	\$149.10	\$198.81
Family Dental	\$6.86	\$6.86

► \$25 co-pay per office visit to PPO physician. ► \$150 co-pay for ER visit. (must see PPO physician) ► \$200 hospital admission/semi-private ► \$50 co-pay per day for days 2-6 ► Outpatient Surgery (\$150 co-pay) ► Routine Services – Physicals, Mammograms, Well-Child Care ► Chiropractic Services ► Mental Health and/or Substance Abuse ► Prescriptions must be from Preferred Pharmacy - \$15 co-pay for Generic - \$30 co-pay for Preferred Drugs, \$60 co-pay for Non-Preferred Drugs ► Major Medical - \$200 deductible per calendar year (maximum of 3 deductibles per family). After deductible is met, Blue Cross pays 80%, you pay 20%. Children covered up to age 26.

*VISION AS PART OF HEALTH COVERAGE:* 100% of billed charges, no deductible, limited to \$200 per person per calendar year.

**DENTAL INSURANCE:** ► \$50 deductible per person per year ► \$1,000 maximum benefit per person per year ► Two teeth cleanings per year ► After deductible is met, Blue Cross pays 80% UCR, you pay 20%. ► \$750 lifetime benefit for orthodontic services (under age 19) ► Blue Cross pays 50% UCR for orthodontic services.

*Qualified dependents must be added within 30 days of Hire Date, or due to a qualifying event, (ex. Marriage, Divorce or Birth) or they can only be added during open enrollment. Working Spouse Rule: Spouses of employees are ineligible for the health plan if the spouse has the capability to enroll in coverage from their employer.*

**EMPLOYEE HEALTH CLINIC:** Employees and dependents on the health insurance plan have access to the One Medical health clinic at no cost.

**ALABAMA STATE RETIREMENT SYSTEM:** Mandatory participation (qualified employees) ► Tier 1 (Member before 1/1/2013) 5% of monthly earnings contributed to RSA (6% for certified Police & Fire) City matches at designated rate set by RSA. Vested after 10 years service. Service Retirement: 10 years of service at age 60 or 25 years of service regardless of age. ► Tier 2 with Tier 1 benefits (Member on or after 1/1/2013) 7.5% of monthly earnings contributed to RSA (8.5% for certified Police & Fire) City matches at designated rate set by RSA. Vested after 10 years service. Service Retirement: with Tier 1 benefits. ► 1 times annual earnings life insurance benefit for both Tier 1 and Tier 2 Members after one year of service.

**LIFE INSURANCE & ACCIDENTAL DEATH DISMEMBERMENT:** No cost to employee - effective 1st day of hire. \*Life – 1 times annual earnings (\$200,000 max). \*A D & D – additional 1 times annual earning (special seat belt/air bag benefit). ► Additional benefits for Spouse \$5,000 and Child \$2,000.

**LONG TERM DISABILITY INSURANCE:** No cost to employee. Waiting period 180 days. ► Benefit – 60% of monthly earnings ► Max of \$6,000 per month before reduction by deductible income.

**TUITION REIMBURSEMENT:** Eligible after one year of service. Approved fields of study at qualified colleges are reimbursed at 100% of the tuition with the maximum reimbursement being determined by the current cost of tuition at the University of Alabama in Birmingham rates.

**OTHER VOLUNTARY BENEFITS:** Deferred Compensation Plans: RSA-1 and Alerus ► Membership into APCO Credit Union, Voluntary Life Benefits, AFLAC benefits.

**HOOVER RECREATION CENTER:** Free Membership for all City of Hoover employees (includes part-time employees). Reduced rates on family membership.

**EMPLOYEE ASSISTANCE PROGRAM:** Employee Assistance Program providing confidential assistance with Family/Marital Issues, Alcohol & Other Drug Dependency, Stress Related Issues, Financial Difficulties, Mental/Emotional Issues. No cost through Uprise Health up to 6 visits per year.