

**RESOLUTION NO. 16-04**

**CITY OF BUCKLEY, WASHINGTON**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUCKLEY, PIERCE COUNTY, WASHINGTON AMENDING SECTION 6.19 OF THE “CITY OF BUCKLEY PERSONNEL POLICY AND PROCEDURES MANUAL” TO AMEND ELIGIBILITY FOR INSURANCE BENEFIT PLANS FOR PART-TIME EMPLOYEES.**

**WHEREAS**, the City Council adopted the most current version of the “City of Buckley Personnel Policies and Procedures Manual” on August 25, 2015; and

**WHEREAS**, Section 6.19 of the “City of Buckley Personnel Policies and Procedures Manual” provides policy guidelines for eligibility for the City’s insurance benefit plans; and

**WHEREAS**, the current policy provides that full-time status and regular part-time status employees and their eligible dependents working at least thirty (30) hours per week are eligible for “full” insurance benefits to be paid for by the City; and

**WHEREAS**, the policy also provides that part-time status employees who are scheduled to work less than 30 hours per week are eligible for the City’s insurance plans for medical, hospital, vision and dental benefits on a pro rata basis; and

**WHEREAS**, due to the continuous increased high cost of healthcare insurance premiums the City has determined that the fiscal impact to the budget for providing these benefits to part-time positions are not sustainable; and

**WHEREAS**, the annual cost of benefits to the City for a part-time employee hired to work at a half-time level who is married with two or more children is estimated to be \$12,744, which at a half-time rate and converted to an hourly wage is an additional \$12.25 per hour over and above the adopted wage; and

**WHEREAS**, the City currently has three part-time positions in the organization who are eligible for benefits under this policy and one of which is currently enrolled under the insurance benefits plan; and

**WHEREAS**, The City does not intend to reduce or eliminate this benefit for current enrolled part-time employees, but is envisioning adding to the part-time workforce in the future due to workload need and funding constraints; and

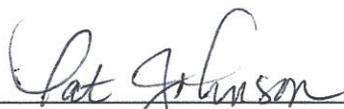
**WHEREAS**, Admin/Finance/Public Safety Committee reviewed this issue during consecutive meetings on 2/2/2016 and 2/16/16 and determined that a change to the policy would be in the best interest of the City; and

**WHEREAS**, the Committee therefore recommends that Section 6.19 be amended to eliminate City paid insurance benefit eligibility for part-time employees working less than 30 hours per week; however, currently enrolled part-time employees should continue to receive coverage at the specified pro rata basis; and

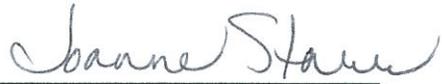
**WHEREAS**, the City Council concurs with the Committee recommendation and desires to amend Section 6.19 of the Personnel Policies and Procedures Manual to eliminate City paid insurance benefit eligibility for part-time employees working less than 30 hours per week, but continue to provide coverage under the old policy for currently enrolled part-time employees;

**NOW THEREFORE BE IT RESOLVED** that the City Council of the City of Buckley hereby amends the Section 6.19 of the City of Buckley “Personnel Policies and Procedures Manual” Revision #15 as attached in Exhibit “A” attached hereto and incorporated herein by this reference.

Introduced, passed and approved this 23rd day of February, 2016.

  
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Pat Johnson, Mayor

**ATTEST:**



Joanne Starr, City Clerk

**APPROVED AS TO FORM:**



Phil A. Olbrechts

City Attorney

**POSTED:** February 25, 2016

## Exhibit "A"

### 6.19 Insurance Benefit Plans

6.19.01 The city will offer to full-time status and regular part-time status employees and their eligible dependents, working at least thirty (30) hours per week, unless otherwise specified in bargaining unit agreements, insurance plans for medical, hospital, vision and dental benefits, to be used at the option of the employee, subject to the carrier's underwriting rules. Unless otherwise specified in bargaining unit agreements, part-time status employees who are scheduled to work less than 30 hours per week are eligible for the City's insurance plans for medical, hospital, vision and dental benefits on a self-pay basis, subject to the carrier's underwriting rules; however, part-time status employees enrolled in the City's insurance plans and covered under the this policy prior to February 23, 2016, will continue to receive benefits under the terms of this policy that were in place prior to revision.

The City may offer healthcare coverage to certain temporary and/or seasonal employees and their dependents on a self-pay basis. In order for a temporary employee to be eligible for this benefit on a self-pay basis the employee must be appointed to a temporary position that is intended to continue for at least 6 months and be eligible subject to the carrier's underwriting rules.

Beginning July 1, 2012 employees shall begin contributing 10% of the cost of the employee(s) premium through payroll withdrawal to maintain current levels of healthcare coverage.

Beginning July 1, 2012 employees with dependent(s) that have elected to enroll their dependents under the City's sponsored healthcare coverage (i.e. spouses or children) shall begin contributing 12.5% of the cost of the employee(s) dependents premium through payroll withdrawal to maintain current levels of healthcare coverage for their dependents All insurance premiums will be subject to applicable payroll taxes as required by the Internal Revenue Service.

The City will not provide duplication of health care coverage to an employee who is married to another employee of the City. One spouse or state registered domestic partner may be named as the policy holder and the other as a covered spouse or state registered domestic partner; OR each may be a policy holder, but in that case neither may be listed as a covered spouse or state registered domestic partner. Their children may be listed as covered dependents on one policy or the other, but not on both. In this circumstance primary coverage of the dependent children may be dictated by the insurance under State statute.

6.19.02 Newly hired regular-status employees and their dependents shall generally be eligible for benefit coverage within 30 days of hire, subject to enrollment and processing by the carrier.

6.19.03 In compliance with COBRA (Consolidated Omnibus Budget Reconciliation Act), the City offers continuing health care coverage on a self-pay basis to employees and their dependents following termination (for reasons other than gross misconduct), unpaid leave of absence, reduction in hours, retirement or death. These health benefits will be identical to the coverage offered to regular employees. For terminated employees or employees whose hours are reduced below that of a regular employee, the coverage may last up to eighteen (18) months or until they become eligible for other health insurance coverage, whichever is earlier.

In the event of the employee's retirement, divorce, separation or death, the coverage may last up to thirty-six (36) months for the employee and/or qualified beneficiary. The full policy monthly premium plus a two percent (2%) administration fee will be paid by the employee or the beneficiary to the City or designated benefit administrator. The employee or beneficiary may waive all rights to continuation coverage according to notification procedures and time limits outlined in a continuation coverage "Notification of Rights" letter.

6.19.04 Industrial Accident Insurance is provided for all employees, except full-time uniformed employees who are covered under the LEOFF Act as set forth in RCW 41.26.