



## Town of Rolesville Employee Benefits Summary As of July 1, 2020

### Medical Insurance

The Town pays for medical insurance coverage for regular employees through MedCost. You may choose to extend coverage to eligible dependents through payroll deductions on a pre-tax basis. Coverage begins on the first day of the month following employment (e.g. work begins Jan 15, coverage begins Feb 1). Coverage ends on the last day of the month of termination. Employees should receive benefit cards in the mail within 10 business days after coverage begins.

### Vision Insurance

The Town pays for vision insurance coverage for regular employees through Vision Service Plan. You may choose to extend coverage to eligible dependents through payroll deductions on a pre-tax basis. Coverage begins on the first day of the month following employment (e.g. work begins Jan 15, coverage begins Feb 1). Coverage ends on the last day of the month of termination. VSP does not issue benefit cards.

### Dental Insurance

The Town pays for dental insurance coverage for regular employees through MedCost. You may choose to extend coverage to eligible dependents through payroll deductions on a pre-tax basis. Coverage begins on the first day of the month following employment (e.g. work begins Jan 15, coverage begins Feb 1). Coverage ends on the last day of the month of termination. Employees should receive benefit cards in the mail within 10 business days after coverage begins.

#### Quick Links for Member Access

Health	<a href="http://www.medcost.com/Members">www.medcost.com/Members</a>
Vision	<a href="http://www.vsp.com">www.vsp.com</a>
Dental	<a href="http://www.medcost.com/Members">www.medcost.com/Members</a>
Teladoc	<a href="http://www.teladoc.com">www.teladoc.com</a>
Flores	<a href="http://www.flores247.com">www.flores247.com</a>
LGERS	<a href="http://www.myncretirement.com">www.myncretirement.com</a>
401k	<a href="http://www.ncplans.prudential.com">www.ncplans.prudential.com</a>

### Telemedicine

The Town provides 24/7 access to doctors through Teladoc. Regular Town employees and their in-home family members are covered. Coverage begins on the first day of the month following employment (e.g. work begins Jan 15, coverage begins Feb 1). Coverage ends on the last day of the month of termination. Employees must register online prior to using the service.

### Flexible Spending Accounts

The Town offers employees the option of setting aside money for medical and dependent care expenses using pre-tax dollars. This program is administered by Flores & Associates.

### Local Governmental Employees Retirement System

All regular employees are automatically enrolled into the NC Local Governmental Employees Retirement System (NCLGERS). The employee contributes 6% of gross wages to the retirement account. The Town contributes based on guidelines set by the retirement system. Participation begins on the first day of work. Employees are fully vested after 5 years of creditable service.

### 401k Supplemental Retirement

The Town contributes 5% of gross wages for regular employees. Employees may voluntarily elect to make additional contributions on a pre-tax or after-tax basis. Participation begins on the first day of work.

### Life Insurance

All regular employees are provided a basic life insurance benefit of \$25,000, and the Town pays the full premium cost. Coverage begins 30 days after the first day of work (e.g. work begins Jan 15, coverage begins Feb 15). Coverage ends on the date of termination.

## **Short-term Disability Insurance**

The Town pays for short-term disability insurance coverage for regular employees. Insurance payments begin on the 8<sup>th</sup> day of disability, with a maximum payment period of 26 weeks. Coverage begins 30 days after the first day of work (e.g. work begins Jan 15, coverage begins Feb 15). Coverage ends on the date of termination.

## **Holidays**

The Town follows the holiday schedule for the State of North Carolina, which currently includes 12 paid holidays per year: New Year's Day, Martin Luther King Jr Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving (2), and Christmas (3).

## **Vacation Leave**

Vacation leave is earned at a rate based on length of service, beginning with a rate of 1 day per month. Leave accrues bi-weekly with the payroll process. You are required to complete six months of service before vacation leave will be granted. Vacation leave accumulation is capped at 30 days; excess hours may be eligible for transfer to sick leave.

## **Sick Leave**

Sick leave is earned at a rate of 1 day per month. Leave accrues bi-weekly with the payroll process. Town employees may accumulate sick leave indefinitely.

## **Parental Leave**

Eligible employees may receive up to 6 weeks of paid parental leave for the birth or adoption of a child.

## **Employee Assistance Program**

The Town provides free, confidential support for personal, work-related, and family concerns through counselors contracted with McLaughlin Young Group. Employees may receive up to 5 free sessions per issue, and services are available 24/7.

## **Special Separation Allowance for Law Enforcement Officers**

Law enforcement officers who retire on a service allowance may be eligible for a monthly separation allowance payable until age 62. Other conditions also apply. The Town is responsible for making all determinations of eligibility and for making these benefit payments at retirement.

## **Workers Compensation**

All Town employees are covered under the North Carolina Worker's Compensation Act. This act covers those employees who suffer injuries as a result of an accident while performing duties. It will pay medical expenses and a portion of the employee's salary if the individual is out of work as a result of a work related disability.

## **Social Security**

Town employees are members of the Social Security System. Each employee contributes 6.2% of their annual salary and the Town contributes the same amount. Social Security benefits include retirement and disability payments and survivor's insurance.

## **Local Government Federal Credit Union Membership**

As a municipal employee you are eligible to join the Local Government Federal Credit Union. The credit union provides a variety of services such as checking accounts, savings accounts, low interest loans, and investment options. You may access their website at [www.lgfcu.org](http://www.lgfcu.org).

## **Tuition Assistance**

Full time employees who have completed their initial probationary period may receive financial reimbursement assistance of up to \$1,000 per fiscal year for satisfactory completion of courses relating to their present job or future position with the Town.