

COUNTY OF DANE BENEFITS OVERVIEW

1) WORK HOURS

- a. Monday through Friday (schedules vary for 24/7 work locations, ie. Sheriff's office, Badger Prairie nursing home, Public Safety Communications)
- b. 7:45 A.M. - 4:30 P.M.
- c. 45 Minute lunch break
- d. 15 minute break both during the morning and the afternoon (based on eight hour day)
- e. Flex time at the discretion of management.

2) PAY

- a. Employees are paid bi-weekly
- b. Twice throughout the year, three checks are issued per month

3) Wisconsin Retirement System (must be at least 60% employee)

- a. Total contribution is 13.1% of gross salary.
- b. Employee's pays employee portion.
- c. County contributes the employer portion.

4) Health Insurance – Dean Health Inc.

- a. HMO plan within Dean Network
- b. Point of Service Plan (POS) - Can go outside of the Dean network. Employee pays 25% of the difference in cost between the HMO and POS single or family premiums.

(Premiums pro-rated for part-time positions, i.e. Work 50%, pay 50% of the premium. Part time employee would pay this plus cost in b above)

5) Dental Insurance

- a. Premiums paid by County (pro-rated for part time positions, i.e. Work 50%, pay 50% of premium)

6) Disability Insurance (must be at least half time 50% employee):

- a. Premiums paid by employee based on prior year sick time used, or options elected for tax reporting purposes
- b. One options allow for up to 3 wellness days that can be used as leave time.

7) Life Insurance (must be at least 60% employee)

- a. Premium paid by Employee based on salary and age.

8) Long-Term Care Insurance (must be at least half time 50% employee)

- a. Premium paid by Employee

9) Vision Care

- a. Premium paid by Employee

10) Tax Deferred Compensation Plan (457)

- a. Wisconsin Deferred Compensation Plan

11) Flexible Spending Accounts

- a. Provides a deduction of pre-tax dollars for Dependent Care and Uninsured Medical & Dental expenses, e.g., eye glasses

12) Transportation

Employees are allowed one of the following:

- a. Free Bus Pass — Contact roundtrip@cityofmadison.com to request a free annual bus pass. Both full-time employees and LTEs are eligible.
- b. Carpool Program — Employees who carpool are eligible for free parking in the County ramp. Contact roundtrip@cityofmadison.com to sign up. Each member of the carpool must have a commuter profile with RoundTrip at www.RoundTripGreaterMadison.org.
- c. Parking — Parking is available in the [County Ramp](#) for \$15.00 per month (some employee groups may pay a different rate depending on the handbook).

13) Combined Campaign

14) Direct Deposit

15) LEAVE TIME

a. VACATION

- i. 1st thru 5th year: 2 or 3 weeks dependent upon employee group or union contracts (managerial start at 3 weeks)

b. HOLIDAYS:

- i. *Total of 32 Hours of Floating Holiday
- ii. *11 Fixed Holidays (Office is Closed)
 - 1. January 1
 - 2. Martin Luther King, Jr. Birthday (third Monday in January)
 - 3. Last Monday in May (Memorial Day)
 - 4. June 19 (Juneteenth)
 - 5. July 4
 - 6. First Monday in September (Labor Day)
 - 7. Fourth Thursday of November (Thanksgiving Day)
 - 8. Day after Thanksgiving
 - 9. December 24
 - 10. December 25
 - 11. December 31

c. SICK LEAVE

- i. Earned at the rate of four hours per pay-period (pro-rated for part time), up to a maximum accumulation of 1,740 hours.

d. PAID PARENTAL LEAVE

- i. Employees get 240 hours of paid parental leave for the birth or adoption of a child to use within 6 months of the event.