

Benefits Summary

The following is a summary of the City of Goldsboro benefits:

Vacation Leave: Employees earn vacation leave as follows:

<u>Years of Service</u>	<u>Days per Year</u>
0 - 4 years	12
5 - 9 years	15
10 - 14 years	18
15 - 19 years	21
20 + years	23

* A maximum of 30 vacation days may be carried over from one calendar year to the next. Any excess of 30 vacation days on December 31 of each year may be transferred to employees sick leave balance, provided that they have taken five (5) days of vacation in the calendar year.

Cost of Living Increase: When approved by City Council, all City of Goldsboro full-time employees receive a 2.5% Cost of living increase.

Holidays: City paid holidays are New Year's Day, Martin Luther King Jr.'s Birthday, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving (2 days) and Christmas (2 or 3 days depending on date of holiday).

Sick Leave: Sick leave is accrued at one day per month or 12 days per year.

Medical and Dental Insurance: The City of Goldsboro is self-insured, and provides medical and dental insurance through Wells-Fargo and Guardian, respectively. Medical and dental coverage is available to all regular employees and their dependents. The coverage is effective one month from the hire date. Medical insurance is provided to employees at no cost. The types of coverage available are individual (Employees only), Employee/Child, Employee/Spouse, and family. Dental insurance is available at cost to the employee and/or his/her dependents. Premiums are paid through payroll deduction on a pre-tax basis.

Wellness Benefits: As an incentive to promote employee and family well-being, City of Goldsboro employees and their dependents are eligible for 100% of benefits coverage without a deductible or co-pay. This benefit provides coverage for preventive services only the services may not be related to treatment of an illness or injury. There is a \$250.00 maximum payable per year for PPO and Non-PPO. After the \$250 is exhausted, charges are covered at 80% no deductible for PPO providers and 70% no deductible for Non-PPO providers. Covered individuals include active employees, covered retirees, and covered dependents.

WELLNESS ITEMS

Wellness benefits include, but are not limited to, the following:

Pap Smears	Mammograms
Immunizations	Prostate Screenings
Routine Physical Exams	Routine Hearing Exams
Vision Care (Eye Exam Only)	Routine Laboratory Tests and X-Rays

Diabetes Management Program: The City of Goldsboro recently implemented a Diabetes Management Program as part of the wellness benefit plan. Employees and dependents with blood sugar issues are eligible for prescription benefits at no cost. Participants also work with a local pharmacist who provides information about nutrition, controlling diabetes, and improving health. The program is managed by the Occupational Health Nurse.

Life Insurance: All regular employees are provided a basic life insurance coverage policy in the amount of \$5,000 (no cost) and Department Heads in the amount of \$10,000 (no cost).

Retirement: All regular employees are covered under the North Carolina Local Governmental Employee's Retirement System (NC LGERS). The employee contributes 6% of their annual salary on a tax deferred basis. The City contributes to the employee's retirement account. Eligibility for unreduced monthly benefits begins upon retirement after 30 years of service at any age, at 65 with 5 years creditable service or at age 60 with 25 years creditable service. Police Officers and Park Rangers may retire at age 55 with 5 years of service and receive an unreduced benefit.

457 Deferred Compensation & 401K Supplemental Retirement Plan: The City of Goldsboro offers a deferred compensation program in addition to the supplemental retirement plan. This program is voluntary and allows employees to set aside funds which is through payroll deduction and is tax deferred. Income tax is due when the deferred earnings are returned to the individual normally at retirement.

Social Security: The City employees are members of the Social Security System. The employee contributes 7.65% of their annual salary and the City contributes the same amount. Social Security benefits include retirement and disability payments and survivor's insurance.

Longevity Benefits: When approved by City Council, full-time employees with the City **may be** compensated for years of service by payment of a longevity supplement based on the employee's date of most recent employment. Continuous service is defined as continuous employment including any approved leave or involuntary reduction in force. Other breaks in service are not included in calculation of continuous service. Employees must be employed by December 1 in order to be eligible for longevity pay.

Effective July 1, 2007, new employees with the City of Goldsboro will receive longevity pay based upon a flat rate, according to years of service. Distributions will be as follows:

<u>Years of Service</u>	<u>Amount</u>
5 – 9 years	\$ 500
10 – 14 years	\$ 800
15 – 19 years	\$ 1,100
20 plus years	\$ 1,500

Employee Assistance Program: The City of Goldsboro provides employees with confidential and professional counseling to help resolve problems that may affect their work and family life. Counseling services are provided by Goldsboro Counseling Center.

Worker's Compensation: All City 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. The Workers' Compensation program will pay

medical expenses and a portion of the employee's salary, after 7 days, if the individual is out of work as a result of a work-related disability.

Tuition Reimbursement: Tuition reimbursement is available to all full-time employees up to \$1100 per fiscal year for job-related courses or required courses leading to a job-related degree. Eligibility begins after one-year probationary period has been completed.

Promotion Opportunities: Employees are encouraged to apply for internal positions. Employment opportunities for current employees are posted on the City's Intranet.

Compensation, Performance Appraisals and Merit Process: The City of Goldsboro is committed to hiring and retaining highly qualified personnel. As a result, we offer competitive salaries that are consistent with market growth. New hires serve a one-year probationary period upon date of hire and are evaluated in six-month increments. After six months of employment, new hires **may be** eligible for a 5% increase in salary (if hired below the midpoint of the salary range for his/her grade). Employees hired above mid-point are eligible for a 2.5% increase in salary upon satisfactory completion of his/her performance appraisal.

The appraisal process in the City of Goldsboro includes an evaluation of each employee's duties and responsibilities applicable to their position. Additionally, it provides a career development plan with goals and objectives for professional growth and development. Upon completion of the probationary period, employees are evaluated on an annual basis. The appraisal period is from October 1 – September 30 of each year.

The City of Goldsboro provides merit incentives for high performing employees. Once an employee completes probation, he/she is eligible for a merit increase. This is determined by the employee's performance rating on his/her appraisal. Employees receiving at least a 3.5 rating on the performance appraisal are eligible for a merit increase and are eligible to receive an increase in salary to be determined by City Council. Merit increases and Cost of Living increases are awarded in January of each year contingent on the approval of City Council.

**Employee Health/Wellness
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The City of Goldsboro has provided a health/wellness initiative for over 20 years. The City employs a full-time Occupational Health Nurse who provides nursing services and monthly health beat sessions for city personnel. Some of the services include, but are not limited to, the following:

- *Coordinate and Direct the Health/Wellness Program. Provide professional guidance to employees for health/wellness.*
- *Provide first aid services, consultations and training needs for physician intervention.*
- *Coordinate and direct the Diabetes Management Program.*

- *Oversee and monitor results of periodic check-ups to include pulmonary functions and audiometric testing.*
- *Provide consulting for employees regarding their personal health care.*
- *Provide nursing services for employees such as blood pressure checks, allergy, hepatitis and flu injection, hemoglobin and blood sugar checks, as well as over the counter medication and bandage changes.*
- *Provide Flu, Hepatitis, and other vaccines for affected employees.*
- *Provide assistance and advice to city-wide personnel to ensure compliance with all HIPAA regulations.*
- *Assist the Police and Fire Department in developing and monitoring a physical training program.*
- *Provide educational literature and other health related materials for professional development.*