



Southeastern Idaho Public Health Benefits Package

Organizational Values

Southeastern Idaho Public Health (SIPH) offers an extensive benefits package, but more importantly, a supportive, team-centered work environment!

As a working team, it is critical to everyone's success that we create and nurture a culture that allows us to try new approaches, share and respect each other's perspectives, and learn new ways of doing business that enables all of us to continually grow in our skills, abilities, and knowledge. In this open environment, each person has the authority to complete work in the most efficient and effective manner that results in satisfied customers and constituents. We strive continually to create partnerships focusing on common goals and overcome difficulties or misunderstandings that block our way to shared success.

The following organizational values are the foundation that we build our work upon:

Professional

- Transparent
- Exemplary
- Respectful
- Client-focused

Empowering

- Flexible
- Adaptable
- Sharing

Accountable

- Acting for good
- Ownership
- Transparent
- Learning

Kind

- Respectful
- Camaraderie
- Fun!
- Team-Oriented
- Valuing Diversity
- Family-Oriented
- Safe

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Health Insurance

Southeastern Idaho Public Health offers medical/vision, and dental coverage for employees that work 20 hours or more per week.

Medical Insurance

Medical insurance options include: PPO (this plan includes different coverage options for in-network providers versus out-of-network providers), Traditional, and High Deductible. Premiums and benefits may change from year to year, with our medical year running from July 1st-June 30th. Vision benefits are included within medical insurance benefits.

Current premium rates can be found here: <https://ogi.idaho.gov/premium-rates/>

Current benefits at a glance and summary of benefits can be found here:

<https://ogi.idaho.gov/benefits-plans/>

Dental Insurance

Dental insurance is available to employees that are enrolled in a Medical insurance plan. Additional information regarding premium rates and dental benefits can be found with the links above (in the Medical Insurance section).

Flexible Spending Accounts

Flexible Spending Accounts provide a way to pay for medical expenses throughout the year with payroll deduction. Open enrollment is typically held in May, and accounts run from July 1st-June 30th. Flexible Spending Accounts often have new updates that are provided each year during open enrollment.

Current benefits can be found here: <https://ogi.idaho.gov/flexible-spending-accounts/>

Employee Assistance Program

Life can be stressful. An Employee Assistance Program, or EAP, provides confidential, short-term counseling services for benefit eligible employees and their dependents to help them handle concerns constructively, before they become major issues. You can call anytime with concerns such as marital, relationship or family problems; stress, anxiety and depression; grief and loss, job pressures and substance abuse. Benefit eligible employees and their dependents may receive 1 to 5 visits per person per plan year with no copayment required. Additional information can be found here:

<https://ogi.idaho.gov/counseling/>

Life Insurance & Disability

Basic Life Insurance

Employees that work 20 hours or more per week are eligible for Life Insurance. Life Insurance is intended to provide a measure of financial security for your family in the event that something happens to you. Basic Life Insurance is provided at no cost to you, and the benefit amount is based on your annual salary. Disability coverage is also provided at no cost to you and included in the Basic Life Insurance plan. Additional information can be requested through Human Resources.

Voluntary Term Life Insurance

Employees that are eligible for Basic Life Insurance are also eligible for Voluntary Term Life Insurance. Voluntary Term Life Insurance provides the opportunity for you to purchase additional coverage for yourself, and your dependents. Current Voluntary Term Life information can be requested through Human Resources or accessed here: <https://ogi.idaho.gov/life-disability/>

Prudential Group Decreasing Term Life Insurance

Prudential offers an alternative voluntary option for purchasing additional coverage. This plan has a fixed monthly premium, which is \$16 per month. As you age, the amount of life insurance coverage that would pay out decreases. For a current brochure of benefits, please contact Human Resources.

Paid Leave

Southeastern Idaho Public Health offers comprehensive paid leave, with the most common forms of paid leave outlined below. Additional information about each type of leave can be found in the Employee Handbook or requested through Human Resources.

Compensatory Time

Compensatory time is provided to employees that work in excess of 40 hours in a given week. Employees that are designated as “Covered” under the Fair Labor Standards Act accrue 1.5 hours for every 1 hour of overtime. Employees that are designated as “Administrative Exempt” or “Professional Exempt” accrue 1 hour for every 1 hour of overtime. Employees that are “Executive Exempt” are not able to accrue overtime or compensatory time. Compensatory time must be earned before it is used, and overtime must be approved in advance by your supervisor.

Holidays

Eligible employees (those who work 20 hours per week or more) are eligible for paid time off for the 11 holidays observed by the State of Idaho. Holiday pay is in proportion to an employee’s full-time equivalent (i.e., 80 hours per pay period = 8 hours of holiday pay; 60 hours per pay period = 6 hours of holiday pay). The 10 holidays observed are the following:

❖ January 1	New Year’s Day
❖ 3 rd Monday in January	Martin Luther King Jr./Civil Rights Day
❖ 3 rd Monday in February	President’s Day
❖ last Monday in May	Memorial Day
❖ June 19 th	Juneteenth
❖ July 4	Independence Day
❖ 1 st Monday in September	Labor Day
❖ 2 nd Monday in October	Columbus Day
❖ November 11	Veterans Day
❖ 4 th Thursday in November	Thanksgiving Day
❖ December 25	Christmas Day

Holidays that fall on weekends are observed on Friday (for Saturday holidays) or Monday (for Sunday holidays).

Sick Leave

All eligible employees (those who work 20 hours per week or more) are eligible for sick leave. Sick leave can be used in the event of illness, medical appointments, or bereavement. This can also be used for the above listed reasons with immediate family members. Sick accrues at a rate of .04615 hours per hour paid (3.7 hours per 80 hour pay period), excluding compensatory time used. Sick does not have an accrual limit.

Vacation Leave

All eligible employees (those who work 20 hours per week or more) are eligible for vacation leave. Vacation leave accrual is based on job classifications assigned in accordance with the Fair Labor Standards Act. Accrual rates and limits are shown in the table below.

Vacation Accrual Rates and Limits				
Employee Designation	Hours of Service	Accrual Rate Per Hour	Accrual Rate per Pay Period for Full-Time Employees*	Accrual Limit
Covered	0-10,400	0.04615	3.7 hours	192 hours
Covered	10,401 – 20,800	0.05769	4.6 hours	240 hours
Covered	20,801 – 31,200	0.06923	5.5 hours	288 hours
Covered	31,201 or more	0.08077	6.5 hours	336 hours
Administrative/Professional	0-10,400	0.05769	4.6 hours	192 hours
Administrative/Professional	10,401 – 20,800	0.06923	5.5 hours	240 hours
Administrative/Professional	20,801 – 31,200	0.08077	6.5 hours	288 hours
Administrative/Professional	31,201 or more	0.08077	6.5 hours	336 hours
Executive	0-10,400	0.09615	7.7 hours	200 hours
Executive	10,401 – 20,800	0.09615	7.7 hours	240 hours
Executive	20,801 – 31,200	0.09615	7.7 hours	288 hours
Executive	31,201 or more	0.09615	7.7 hours	336 hours

*amounts are rounded to the nearest tenth

Paid Parental Leave

Eligible Public Health District employees are able to use up to eight weeks of paid parental leave due to the birth or adoption of a child. The leave must be used within 12 weeks after the birth or adoption of a child. For more information, please see Human Resources

Retirement

Southeastern Idaho Public Health employees participate in the Public Employee Retirement System of Idaho (PERSI). A quick overview of the retirement system is found below. Comprehensive benefit resources can be found at www.persi.idaho.gov or accessed through a PERSI sponsored training event.

PERSI

The PERSI system is a mandatory contribution system, which means that all eligible employees (those who are expected to work at least 20 hours per week for a minimum of 5 months) are required to make contributions to the system. PERSI employers are required to make contributions to the system that exceeds the amount contributed by each employee. Please see Human Resources for current contribution rates. Listed below are summary excerpts of benefits from the PERSI website:

Base Plan

Because the PERSI Base Plan is a defined benefit plan, the lifetime allowance you receive at retirement from this plan is not dependent on the amount of money you contribute to PERSI. The Base Plan is a qualified tax-deferred plan under IRS Code Section 401(a).

PERSI is designed to provide pension benefits to career public employees. The longer you work for PERSI employers, the greater your retirement benefit will be. And although you may not plan on being a public employee your whole career, if you belong to PERSI as little as five years you will receive a *lifetime* benefit at retirement, as long as contributions are not removed. And those five years need not be all at once or with one employer.

The Value of Your Base Plan

The value of your Base Plan benefit is not merely the amount of contributions in your account – the value is actually far greater. Here's how:

When you retire, the PERSI Base Plan will pay you every month for as long as you live, and if you choose a Contingent Annuitant at retirement, after you die that person will continue receiving a benefit for the rest of his or her life.

You "make back" every dollar you put into the PERSI Base Plan within about your first three and a half years of retirement. For instance, say you put \$60,000 into PERSI during your career. If your monthly benefit is \$1,500, you will receive your \$60,000 back in just over three years. But, we will continue paying you that \$1,500 (plus yearly Cost of Living Adjustments – COLAs) every month for the rest of your life. If you are retired for another 30 years, you will receive another \$540,000 from PERSI (plus COLAs – so the value will really be much higher.). It would be extremely difficult to find another investment with such a secure, long-term return.

PERSI Choice 401(k)

The PERSI Choice 401(k) is a voluntary plan that allows employees to save additional amounts for retirement. With the Choice 401(k), employees can make pre-tax contributions to their account. The

plan offers 13 different mutual fund options so that you can select a fund or funds that align with your individual retirement goals.

Nationwide Deferred Compensation 457 Plan

Employees are also able to voluntarily participate in the Nationwide 457 plan. This plan allows employees to make pre-tax contributions to a retirement savings account, or to do post-tax contributions (ROTH). As with the PERSI 401(k), Nationwide has a selection of mutual funds to choose from for your investments. Additional information regarding the 457 plan can be requested from Human Resources.

Wellness Program

Southeastern Idaho Public Health offers a wellness program. Employees can earn points for physical activity, but also for other healthy behaviors and activities. If you reach 150 points, you earn a Mental Health Day Off! If you reach 300 points, you earn a 2nd Mental Health Day Off! For more details, please contact Human Resources.

Other Voluntary Benefits

In addition to those addressed above, Southeastern Idaho Public Health also allows employees to payroll deduct contributions to the IDEAL College Savings Program, AFLAC, Washington National, and Legal Shield. For more information on these voluntary options, please contact Human Resources.