

Available Benefits as of January 1, 2020

Full-time = 30+ hours per week Part-time = Up to 29 hours per week

Insurance

Major Medical – Full-time only; may be purchased by employee. Spouse and/or dependent coverage available for purchase by employee. Must satisfy 60-day period prior to implementation of benefit on the first of the next month. For example, hire date = April 9th. Initiation of benefit is July 1st.

Dental – Full-time only; may be purchased by employee. Spouse and/or Dependent coverage available. Must satisfy 60-day period prior to implementation of benefit on the first of the next full calendar month.

Life – Full-time only; purchased by employer for employee. Limited coverage for spouse and/or dependents. Additional purchase of coverage for spouse and/or dependents not available.

Vision – Full-time only; may be purchased by employee. Spouse and/or Dependent coverage available for purchase by employee. Must satisfy 60-day period prior to implementation on the first of the next full calendar month.

Flexible Spending Plan

Available as new employee, then annually during open enrollment for calendar year start of January 1st.

Holiday Paid Time Off

Available as a new, full-time administrative employee for pre-determined observances for major and administrative holidays. Administrative offices closed for all observances. Paid time off based on full time employment of 40 hours per week and prorated based on historical average of hours worked for day of observance for employees who work 30 - 39 hours per week. Available for full-time hourly direct service employees for major holidays only and prorated based on historical average of hours worked for day of observance for employees who work 30 - 39 hours.

Paid Time Off (CAL)

Available to full-time employees only. Hourly employees must maintain an overall average of 30+ hours per week when looking at a historical average. Unless specified by an employment agreement; 1) available on the first full month after employee satisfies 60 calendar days. For example, hire date = June 4th. Initiation of accrual of CAL = September 1st; 2) Accrues at a prescribed rate by position and tenure for employees who work 40 hours per week, and is prorated for employees who work 30-39 hours per week; and 3) Maximum rate of accrual is 160 hours unless otherwise specified in an employment agreement.

Retirement

You must reach age 21 before you are eligible to defer a portion of your pay to the Plan as Deferrals. After completing 1 year of service with the Employer you will become eligible to defer a portion of your pay to the Plan as Deferrals. You will be credited with a year of service if you work 1000 hours during your initial eligibility

Community Connections Benefits as of 1/1/2020 1



measuring period. Your initial eligibility measuring period will be the 12-month period beginning with your hire date. If you do not satisfy the hour requirements during that first measuring period, you will be credited with a year of service if you work 1000 hours during the Plan Year. You will be able to defer a portion of your pay into the Plan as Deferrals on the semi-annual date (the first day of the Plan Year and the first day of the seventh month of the Plan Year) on or after the day you have met all the age and service requirements.

Supplemental

AFLAC and Legal Shield are available for purchase by employee as a new employee. AFLAC is available for purchase annually during open enrollment. Legal Shield is always available for purchase.

Employee Assistance Program (EAP)

Employer-sponsored assistance for employee, spouse, and employee's children up to the age of 26 to assist with counseling, financial management, legal consultation, etc.