

## **BENEFIT PROGRAM OVERVIEW**

Brevard Family Partnership provides a comprehensive and competitive benefit program as part of its “Total Compensation” approach to attract and retain qualified staff. Benefits are for full time staff, defined as those working a minimum of 30 hours per week. These programs are applied to Brevard Family Partnership, Brevard C.A.R.E.S. and the National Center for Innovation and Excellence. Core components include:

### **HEALTH AND WELFARE PROGRAMS**

- A choice of one (1) of seven (7) health plans.
- Unbundled coverage for both short and long term disability insurance from the medical plan resulting in all full time employees being covered under these programs regardless of their enrollment in the medical plan.
- A dental/vision program which is separate from the medical plans to allow for more flexibility to staff who may prefer to select “medical” only or “dental and vision” only.
- Currently there are seven (7) different medical plans through United Health Care from which employees may choose: four (4) traditional PPO network plans and three (3) High Deductible Health Plans (HDHP).
- Coverage under these programs is effective the first day of employment with enrollment required within the initial 30 days of employment.
- Employees and the agencies share in the cost of this benefits package.
- All employees receive Basic Life and Accidental Death & Dismemberment (AD&D) insurance at no cost up to one times the annual salary to a maximum of \$50,000.
- All employees are covered under Workers Compensation insurance at agency expense.
- All employees may elect to purchase (age-rated rates) additional life and accident insurance on themselves and/or their dependents.
- A Pre-tax Flexible Spending Account (FSA) for health co-pays, deductibles and other out of pocket health care expenses is also available in conjunction with PPO plans.
- A Pre-tax Health Spending Account (HSA) for health co-pays, deductibles and other out of pocket health care expenses is also available in conjunction with high deductible plans.

### **TIME OFF PROGRAMS:**

- Brevard Family Partnership utilizes a Paid Time Off (PTO) program for all full time staff.
- Eligible employees (full time, 30+ hours/week) begin to accrue PTO hours immediately.
- The accrual rates are as follows:
  - Initial three (3) years = 5.5 hours per pay period = 143 annual hours = 17.87 days
  - Second three (3) years = 8 hours per pay period = 208 annual hours = 26 days
  - Third three (3) years = 9.5 hours per pay period = 247 annual hours = 30.87 days
  - 10 years+ = 11 hours per pay period = 286 annual hours = 35.75 days

- The Agency also recognizes 10 holidays and provides one Cultural Holiday. These are:

New Year's Day	Labor Day	Christmas Day
Martin Luther King Day	Thanksgiving Day	New Year's Eve
Memorial Day	Day After Thanksgiving	Cultural Holiday
Independence Day	Christmas Eve	

- One Wellness Day is available to eligible staff per quarter.
- Leaves of Absence are available to eligible staff based on federal and state law.

### **RETIREMENT AND OTHER PROGRAMS:**

- The agency offers eligible employees (age 21 with 1000+ hours of service in a consecutive 12 month period) participation in the 401(k) program. The agency currently contributes 3% to the plan for all eligible employees.
- The agency provides a Tuition Reimbursement plan (up to \$1,500 annual benefit).
- The agency provides Adoption Benefits.
- The agency offers a 529 College Savings Plan.
- The agency offers an Employee Assistance Program (EAP)
- The agency provides training and attendance at conferences (pending funding) for staff members and has a minimum requirement of 15 hours of training annually for each staff member.
- The agency has an Educational Milestone Program (pending funding).
- The agency has a Performance Incentive Program (pending funding)
- The agency has a formal salary administration program and merit matrix (pending funding).
- Divisions hold annual staff retreats for team building and recreational activities (pending funding)
- The agency organizes and provides an Employee Appreciation Week (pending funding).
- Through the arrangement with Insperity, all employees have access to a considerable library of webinars and on line training in a wide array of topics including computer skills, writing, effective communication, management skills, IT certification training, project management, etc.

*NOTE: This is a summary overview only. The agency reserves the right to change, amend, suspend, terminate or reduce these benefits at any time in its sole discretion and in accordance with state and federal law.*