**Synopsis of County Benefits**  
**AFSCME, AFL-CIO District Council No. 5**

**Non-Exempt Employee Unit**

Icon

Description automatically generated 12 Paid Holidays

|  |  |
| --- | --- |
| **Holiday** | **Date** |
| New Year's Day | January 1 |
| Martin Luther King Day | Third Monday in January |
| President’s Day | Third Monday in February |
| Memorial Day | Last Monday in May |
| Juneteenth | June 19 |
| Independence Day | July 4 |
| Labor Day | First Monday in September |
| Veteran’s Day | November 11 |
| Thanksgiving Day | Fourth Thursday in November |
| Friday after Thanksgiving | Fourth Friday in November |
| Christmas Day | December 25 |
| One Floating Holiday | \*Can be used any day within the calendar year. |

Logo

Description automatically generated with medium confidence Paid Time Off (PTO)

Applicable to employees hired prior to May 8, 2004. Click [here](https://washnet.co.washington.mn.us/depts/hr/labagre/IntraCon/AFSCME%20Non-Exempt%20CBA.pdf) to access your Labor Contract for information on the Vacation and Sick Leave provisions of your contract.

Paid Time Off Plan: All employees hired after May 8, 2004, will be required to participate in the PTO Plan

|  |  |
| --- | --- |
| **Years of Service** | **Annual Accrual** |
| Hired on or after January 1, 2019: Less than 5 years of service | 160 hours/20 days |
| Hired on or prior to December 31, 2018: Less than 5 years of service | 168 hours/21 days |
| Completed 5 years but less than 10 | 192 hours/24 days |
| Completed 10 years but less than 15 | 216 hours/27 days |
| Completed 15 years but less than 20 | 240 hours/30 days |
| Completed 20 years of service | 288 hours/36 days |

 PTO Cash Out

Employees may cash out PTO up to ninety (90) hours annually if at least eighty (80) hours of PTO or compensatory time has been used in the previous twelve (12) months. Cash-out of PTO is limited to once per calendar year. Employees cashing out vacation may elect to distribute the amount as Cash, as an HSA Contribution (subject IRS limits), or as a 457 Plan Contribution (Subject to IRS limits), in accordance with County Policy. The cash-out amount will not be paid if the accrual is insufficient at the time the cash-out is paid in August.

 Insurance Packages

The Cafeteria Benefit Plan gives employees an opportunity to design a benefit package that fits their personal needs and goals. Employees whose FTE is .50 or greater are eligible to participate. [Benefit package](https://washnet.co.washington.mn.us/depts/hr/benefits2/Shared%20Documents/2023%20Benefits%20Guide.pdf) includes:

• Medical plans. One plan is a Copay plan, and two plans are High Deductible Health Plans that come with a Health Savings Account (HSA) option and contribution from the county ranging from $1,300 - $2,200 annually, if eligible. Our health plan covers in network preventive care at 100 percent, which includes one eye exam per year and preventive dental expenses, such as exams and cleanings.

• Voluntary Dental.

• Voluntary Vision.

• Health Care Flexible Spending Account.

• Dependent Care Flexible Spending Account.

• Basic life in the amount of 1X annual salary (up to maximum of $150,000), with a minimum benefit of $35,000 is provided at no cost to the employee.

• Additional life for employee, spouse and dependents can be purchased.

• Accidental Death and Dismemberment (AD&D) coverage is not provided under this contract.

• Long Term Disability (LTD) at a 60% income replacement level to a $2,500 per month maximum benefit provided at no cost to the employee.

• Short Term Disability is available that provides income replacement if you are unable to work due to pregnancy or a non-work-related injury or illness, available in the amount of 50 or 66 2/3% of your salary.

 Pension and Retirement

* Pension. In addition to Social Security, county employees are covered by the State of Minnesota Public Employees Retirement Association (PERA), a defined benefit retirement plan. For general employees, the county contributes 7.5% of total salary on the employee’s behalf into PERA while the employee contributes 6.5%. Participation in PERA is mandatory. [General Plan - PERA (mnpera.org)](https://mnpera.org/plan-information/general-plan/)
* Deferred Compensation. Voluntary participation in two §457(b)deferred compensation plans through payroll deductions on a pre-tax and/or post-tax basis: MNDCP and Nationwide.[Minnesota Deferred Compensation Plan (MNDCP)](https://www.msrs.state.mn.us/about-mndcp) and [Nationwide Retirement Plans.](https://www.nrsforu.com/rsc-web-preauth/index.html)
* Health Care Savings Plan (HCSP). Participation in a Health Care Savings Plan (HCSP) is required. The HCSP is an employer-sponsored program that allows employees to save money, tax-free, to use upon separation from Minnesota Public Employment, Retirement, and/or when collecting disability benefits from PERA to pay for eligible health care expenses. All eligible employees participating in PTO shall have their PTO balance which exceeds 475 hours, as of December 1st of each year, deposited into their individual Health Care Savings Plan (HCSP).

 Paid Parental Leave

The county provides up to six (6) weeks of paid time off (pro-rated for part-time employees) to bond with your newborn or newly adopted child. Must qualify for FMLA (be here 1 year and work at least 1250 hours) to receive PPL. This leave sunsets on 12/31/25 or on the effective date of the State of Minnesota Paid Leave Program, whichever occurs later. [Leaves Of Absence.docx (washington.mn.us)](https://washnet.co.washington.mn.us/depts/hr/rr/_layouts/15/WopiFrame.aspx?sourcedoc=%7bDA828DC7-7BEA-4AC0-8BCC-69350986AA0A%7d&file=Leaves%20Of%20Absence.docx&action=default)

 Diversity, Equity, and Inclusion (DEI) Program

A countywide, comprehensive system of education, projects and services intended to build the organization’s intercultural competence and capacity to deliver equitable services and outcomes, without disparities, for all our residents and customers. Each department has an Equity Change Team charged with implementing the county’s DEI strategic plan through best practice, and data informed examinations of activities to eliminate disparate outcomes for our customers and our community. [Diversity & Inclusion (washington.mn.us)](https://washnet.co.washington.mn.us/collab/diversity/SitePages/Equity-Change-Team.aspx)

 Employee Resource Groups (ERGs)

Network of employees who help drive results and act as catalysts to build a workplace culture of inclusion, equity, and diversity. [Employee Resource Groups (ERGs) (washington.mn.us)](https://washnet.co.washington.mn.us/collab/diversity/SitePages/Employee-Resource-Groups-(ERG).aspx?web=1)

 Employee Assistance Program

Six free and confidential counseling sessions for coping with loss, financial stress, depression, family issues and much more. [Employee Assistance Program (EAP) (washington.mn.us).](https://washnet.co.washington.mn.us/depts/hr/benefits2/SitePages/eap.aspx?web=1)

 Elevate Mental Health

A mental health program through HealthPartners that provides support for those experiencing anxiety and depression and can receive up to 20 free counseling sessions. [Elevate (sharepoint.com)](https://washingtoncomn.sharepoint.com/sites/hr/SitePages/Elevate.aspx)

 Wellness Initiatives (WIN)

The wellness program offers a variety of features which includes a health evaluation, health risk assessment, and healthy behavior programs. Eligible employees can earn incentives such as gift certificates, Washington County Park passes, and eight hours PTO for successful completion of WIN program objectives. [Wellness - Home (washington.mn.us).](https://washnet.co.washington.mn.us/teams/wellness/SitePages/Home.aspx)

 Financial Wellness

A program to help guide you in the right direction with your financial questions where you can connect with a financial advisor for free. [Financial Wellness (sharepoint.com)](https://washingtoncomn.sharepoint.com/sites/hr/SitePages/Financial-Wellness.aspx)

 Tuition Reimbursement

Reimbursement up to $5,250 annually for educational experiences that will improve performance and allow for career growth. [Employee Development.doc (washington.mn.us)](https://washnet.co.washington.mn.us/depts/hr/rr/_layouts/15/WopiFrame.aspx?sourcedoc=%7BBCA822C7-929E-4D4C-A87B-40EA30ED153E%7D&file=Employee%20Development.doc&action=default)

 Learning Partnerships (tuition discounts)

County has partnered with the following colleges to offer tuition discounts for select programs and professional development opportunities:

• Bethel University – [www.bethel.edu/admissions/](http://www.bethel.edu/admissions/)

• Concordia University – <https://info.online.csp.edu/partnerships/>

• Hamline University – [www.hamline.net/business/learning-partners/](http://www.hamline.net/business/learning-partners/)

• St. Catherine University – <https://www.stkate.edu/admission-and-aid/corporate-partnership-program>

• St. Mary’s University – [www.smumn.edu/admission](http://www.smumn.edu/admission)

 Public Service Student Loan Forgiveness (PSLF)

PSLF offers potential loan forgiveness to employees with student debt. Once you make 120 payments on your debt while being employed with a qualified employer, balances on eligible loans may qualify for loan forgiveness. [https://studentaid.gov/pslf/.](https://studentaid.gov/pslf/)

 Life and Travel Assistance

Estate Planning, Financial Planning, Health & Wellness Information, Identity Theft Prevention and Advanced Funeral Arrangement Planning. Travel assistance is available when you travel more than 100 miles from home, including internationally.

 Fitness Discounts

A variety of options for HealthPartners members. Wellbeats, GlobalFit’s 360, and Active&Fit Direct are all available to employees who are enrolled in the county’s medical insurance.

 MERSC Discounts

The Minnesota Employee Resource Service Company (MERSC) provides a wide variety of added discounts for cellular service providers, travel, hotels, entertainment and much more on their [website.](https://mersc.com/discounts/)

*Statements in this synopsis are not to be considered binding upon the county except when they are restatements of terms and conditions of employment as contained in labor agreements. This synopsis may be revised from time to time as Washington County deems appropriate without prior notice.* ***This synopsis of County Benefits does not constitute a contract.***

***Updated on 4/26/2024 for 2024/2025***