



YELLOWSTONE VALLEY ELECTRIC COOPERATIVE, INC. FULL TIME EMPLOYEE BENEFIT SUMMARY

- ❑ **SICK LEAVE:** From date of hire, full time employees accrue 8 hours for each full month worked through 12/31 of current year for a potential total of 96 hours annually to be used in the following year. Unused portion is banked from year to year up to a maximum accrual of 1040 hours. Anything banked over 1040 hours is rolled over into employee's 401(k). Prior to maximum accrual, credit is given for sick leave time not used for the following year's floating holiday pay. At the employee's normal retirement date (NRD) up to 1040 hours of sick leave will be rolled into a Retiree Only (Tax Free) HRA to pay out of pocket medical expenses & premiums after retirement.
- ❑ **VACATION:** From date of hire, employees accrue 6.67 hours for each full month worked through 12/31 annually for a potential total of 80 hours to be used in the following year. Unused portion can be carried over up to 80 hours. Accrual rate goes up after year five up to a 200 hour maximum .
- ❑ **HOLIDAYS:** Employees annually receive the following paid holidays - New Year's Day, Memorial Day, July 4th, Labor Day, Veteran's Day, Thanksgiving Day, Friday After Thanksgiving, Christmas Day, & employees also enjoy their birthday off. Union employees receive two paid Personal Holidays & Non-Union Employees receive three paid Personal Holidays annually.
- ❑ **GROUP HEALTH BENEFIT PLAN (PPO MEDICAL, PRESCRIPTION DRUG, DENTAL & VISION):** Employee along with spouse & dependents are eligible the 1st of the following month after employee's date of hire. Employee portion of premium depends on employee status. All medical premiums are paid with pre-tax dollars unless the employee designates otherwise. Employee must enroll within a month of becoming eligible. Group health insurance plans offer rich coverage, low deductible and minimum out of pocket medical expenses.
- ❑ **LIFE INSURANCE:** Employee is enrolled at their date of hire. Coverage is two times the employee's annual base salary. 100% of premium paid by Cooperative. Optional additional coverage is available at employee's expense.
- ❑ **24-HOUR ACCIDENTAL DEATH & DISMEMBERMENT INSURANCE:** Employee is enrolled at their date of hire. Dismemberment pay out occurs if employee loses limb(s) due to accident. If accident results in death, beneficiary receives a benefit equal to the basic term life insurance at one times the employee's base salary. 100% of premium paid by Cooperative. Optional additional coverage is available at employee's expense.
- ❑ **BUSINESS TRAVEL INSURANCE:** Employee is enrolled at their date of hire. \$100,000 of coverage is paid if death occurs while traveling on Co-op business. 100% of premium is paid by Cooperative.
- ❑ **SHORT-TERM DISABILITY:** Employee is enrolled the 1st of the following month after date of hire. Benefits are paid after a 40-hour waiting period. Benefit is paid at 66% of weekly salary up to a maximum of \$800/week; maximum period is 13 weeks; benefits are coordinated with employees remaining paid time off.
- ❑ **LONG-TERM DISABILITY:** Employee is enrolled the 1st of the following month after date of hire. Benefits begin after short term disability ends. LTD will end at age 65. Rate is paid at 66% base salary with a minimum of \$65/month and a maximum of \$5,000/month; also coordinates with employees remaining paid time off..
- ❑ **RETIREMENT PLAN:** Employee is eligible after 1 year of employment. All employees are required to participate in a matched tax qualified 401(k) plan with the option of Traditional (pre-tax) and/or Roth (after-tax) contributions. Additional retirement programs are available. Retirement Plans are considered on base salary only.
- ❑ **EDUCATIONAL ASSISTANCE:** The Co-op will reimburse 50% of costs for tuition and books for pre-approved job related courses at an accredited institution. The plan of study must be in writing and approved by the CEO/General Manager.
- ❑ **OPTIONAL ITEMS:**
 - Section 125 "Cafeteria" or "Flex" Plan
 - Discounted Events through "TicketsAtWork"
 - Homestead Investment Funds
 - Interest Free Loans for Computers & Gym Equipment
 - Corporate & Reduced Rate Gym Memberships