

LAKE LAND COLLEGE

EMPLOYEE BENEFITS SUMMARY

Department of Corrections

(For specific details, please refer to summary plan documents and/or board policy.)

Vacation Hours

Vacation hours for the Department of Corrections employees are loaded at the beginning of each fiscal year, although it is credited to the employees on a monthly basis. All vacation time has to be used prior to the end of the fiscal year, or it will be lost. The amount of time employees receive is based on the number of years of service.

Years of Service	Hours Per Year	Monthly Accrual Rate
1-11 years	135 hours	11.25 hours
12-17 years	150 hours	12.50 hours
18-23 years	187.5 hours	15.63 hours
24+ years	210 hours	17.50 hours

Vacation time will be prorated when employees are not on a paid status for the entire month.

Sick Hours

Full-time Department of Corrections employees will be granted 7.5 hours of sick time each month. Employees can accrue up to a maximum of 1350 hours.

Holidays

The Department of Corrections provides for the following paid holidays: January 1, Martin Luther King, Jr. Day, Lincoln's Birthday, Washington's Birthday, Memorial Day, Juneteenth, July 4th, Labor Day, Columbus Day, General Election Day (every other year), Veterans' Day, Thanksgiving Day, Day After Thanksgiving, and Christmas Day.

Tuition Waiver

Lake Land College offers tuition waivers for credit courses to current full-time employees, employee's spouse or civil union partner, and their unmarried dependents under age 23. Any fees associated with the classes are the responsibility of the employee.

Tuition Reimbursement

Full-time employees are entitled to a tuition reimbursement of \$150 per credit hour with a maximum of \$900 a fiscal year to advance their education with a baccalaureate, masters, or doctoral degree. Reimbursement is available for courses in which a grade of C or better is received with verification through official transcripts.

Retirement

Lake Land College employees are members of the State Universities Retirement System (SURS).

(403)b/457(b) Retirement Savings Plans

Lake Land College offers a voluntary 403(b) plan and a 457(b) plan. Employees have the option of choosing from a variety of investment funds and can contribute on a pre-tax or post-tax basis. Employees can elect to enroll in a 403(b) and 457(b) plan at any time.

Life and AD&D Insurance

Lake Land College provides full-time Department of Correction employees with \$40,000 in life and AD&D insurance. Employees may also elect to purchase additional supplemental insurance for themselves, as well as spouse or civil union partner, and their dependent children. Spouses and dependents cannot exceed the amount of the employee's optional benefit.

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Voluntary Benefits

Lake Land College offers Voluntary Short-Term Disability, Hospital Indemnity, Critical Illness, and Accident Insurance at group rates paid by employees.

Flexible Spending Account

Full-time employees can elect through payroll deduction to establish a flexible spending account for qualified medical or dependent care expenses incurred during the plan year. These elections are made on a pre-tax basis to save the employee federal and state income taxes. Employees enrolled on a medical flexible spending account can carry over up to \$500 from one plan year to the next.

Medical Insurance

Lake Land College offers two health plan options -one Traditional PPO health plan and one High Deductible health plan with a compatible Health Savings Account. Employees can elect coverage for their dependents defined as a spouse, civil union partner, or child under the age of 26. Dependent verification is required. Spouses who are able to obtain insurance through his or her full-time employment are not eligible for the College Insurance.

Current Monthly Rates

	Single	Employee + 1	Family
Plan A (Traditional)	See table below	\$591.91	\$739.18
Plan B (HDHP)	See table below *	\$344.40 *	\$531.59 *

* Lake Land College will also contribute to a Health Savings Account on behalf of the employee.

DOC Premium

<u>Salary Range</u>	<u>Monthly Rates</u>	<u>Salary Range</u>	<u>Monthly Rates</u>
\$27,300 or less	\$36.00	\$54,801-68,600	\$46.00
\$27,301-\$41,200	\$41.00	\$68,601 and over	\$48.50
\$41,201-\$54,800	\$43.50		

Health Savings Accounts

A HSA is a tax-favored savings account which allows funds to be accumulated tax-free to pay for current and future qualified healthcare expenses. A HSA account is only available if a HDHP, or Plan B is chosen. Lake Land contributes an amount equal to the difference in premiums between Plan A and Plan B. Please refer to the DOC Health Insurance Rate Sheet for Monthly Contributions.

Dental Insurance

Lake Land College offers Dental Insurance to employees and their qualified dependents at the following monthly cost:

	Single	Employee + 1	Family
Dental Insurance	\$0.00 + DOC Premium*	\$15.46 + DOC Premium*	\$24.44 + DOC Premium*

*If employees have both Medical and Dental Insurance, the DOC premium will only be charged once if employee has the same coverage level on both medical and dental.

Vision Insurance

Lake Land College offers Vision Insurance to employees and their qualified dependents at the following monthly cost:

	Single	Employee + 1	Family
Dental Insurance	\$5.59	\$10.62	\$15.51