

Issue Date: August 24, 2017  
 Issued By: Keith Wagoner, Mayor  
 Approved By: City Council  
 Effective: Open enrollment in 2017 for effective coverage January 1, 2018

## Policy \_\_\_\_ Insurance Coverage for Non-Represented Employees

### A. Establishment of Policy

1. All full-time employees (standard workweek of 40 hours) are eligible for insurance benefits as described in this policy. Unless bargained for and approved by the City Council, no insurance benefits shall be provided to part-time employees (those who work less than 40 hours per week).

2. Employees who are eligible for insurance coverage from the City of Sedro-Woolley may enroll, make changes during open enrollment which is November 15 to December 15 each year (for coverage beginning January 1 the following year). Additional opportunities for enrollment and/or changes are as per AWC policy.

3. For employees who are eligible for medical benefits from the City of Sedro-Woolley:

a. The City of Sedro-Woolley offers the following plans:

i. Association of Washington Cities HealthFirst 250 Medical Plan, Washington Dental Service Plan F and Vision Service Plan. The employee shall contribute to the cost of these insurance premiums through payroll deduction as follows:

Employer will pay 90% and employee will pay 10% of the total premium.

ii. Association of Washington Cities High Deductible Health Plan with Health Savings Account, Washington Dental Service Plan F and Vision Service Plan. The employee shall contribute to the cost of these insurance premiums through payroll deduction as follows:

Employer will pay 90% and employee will pay 10% of the total premium.

(a) The City will pay into the employee's HSA account the following amounts, paid 50% with the first pay period of the year and the remaining 50% paid 1/12<sup>th</sup> installments with each pay period in months 2 through 7 of the year :

Employee	\$3,100.00
Employee/Spouse	\$6,250.00
Employee /Spouse/Child	\$6,250.00
Employee/ Spouse/Children	\$6,250.00
Employee/Child	\$6,250.00
Employee/Children	\$6,250.00

b. Spouse includes domestic partners registered with the State of Washington.

c. The City retains the right to modify coverage, cost, and insurance options at any time.

**B. The City of Sedro-Woolley retains the right to revoke, modify, or cancel the policy at any time and as it sees appropriate.**