

# EMPLOYEE BENEFITS



City of Bristol Tennessee Human Resources

Great Benefits For A Great Place To Work

## Summary of your Benefit Package

A General Outline of City of Bristol's Benefits for Full Time Employees

Benefit Type	What you receive	Eligible	Who pays
Medical	<p><b>Coverage type</b></p> <p><b>Gold Plan</b></p> <p><b>Pay Period</b></p> <p>Employee On \$14.98-\$24.96                      Employee +1 \$56.60-\$102.90                      Family \$86.16-\$156.80</p> <p>Premiums vary depending on eligibility for two incentives (one for no tobacco use and one for participation in the wellness program).</p>	Begins on the 1 <sup>st</sup> day of the month following employment.	City of Bristol, TN and Employee
Health Reimbursement Arrangement (HRA)	Reimbursement for qualified unreimbursed <b>in network</b> medical deductibles and co-insurance on the City Gold Health Plan. \$1000 per calendar year for Employee Only coverage and \$2000 per calendar year for Employee + One or Family Coverage. Rolls over year to year with max of \$3000 for Employee Only and \$6000 for Employee + One or Family Coverage. Is pro-rated based on hire date.	Begins on the 1 <sup>st</sup> day of the month following employment.	City of Bristol, TN
Over-the-Counter (OTC) Drug Benefit	The OTC Drug Benefit allows you to purchase select over-the-counter medications with a prescription at zero co-pay. Must participate in City offered Health Plan to be eligible.	Begins on the 1 <sup>st</sup> day of the month following employment.	City of Bristol, TN
City of Bristol Employee Health and Wellness Clinic	Employees and their dependents that are on the City Health Care Plan are <b>eligible to receive Primary, Preventive, and Urgent Care at zero co-pay.</b> Generic drugs dispensed at the Clinic will also be at zero co-pay.	Begins on the 1 <sup>st</sup> day of the month following employment. Must be on City Health Care Plan to utilize.	City of Bristol, TN
Dental	<p>Employee - \$4.61 per pay period                      Employee plus your child - \$13.33 per pay period                      Employee plus your spouse - \$14.96 per pay period                      Employee plus your family - \$23.68 per pay period</p> <p>*Section 125: The City provides this tax shelter for your dental and health insurance premiums.</p>	Begins on the 1 <sup>st</sup> day of the month following employment.	City of Bristol, TN and Employee
Vacation (Cap is 240 hrs.)	<p>Employees on a 40-hr. workweek accrue as follows:                      After 1 yr. = 84 hrs. (7 hrs./month)                      After 5 yrs. = 108 hrs. (9 hrs./month)                      After 10 yrs. = 132 hrs. (11 hrs./month)                      After 15 yrs. = 168 hrs. (14 hrs./month)</p> <p>Employees on a 56-hr. workweek accrue as follows:                      After 1 yr. = 126 hrs. (10.5 hrs./month)                      After 5 yrs. = 162 hrs. (13.5 hrs./month)                      After 10 yrs. = 198 hrs. (16.5 hrs./month)                      After 15 yrs. = 252 hrs. (21 hrs./month)</p>	Accrued time can only be taken after probationary period.	City of Bristol, TN
Sick Leave	Full-time employees working a 40-hour workweek accrue 8 hours per month. Full-time employees working a 56-hour workweek (Fire personnel) accrue 11.25 hours per month. Unused sick leave accumulation is credit toward retirement service time.	Accrued time can only be taken after probationary period.	City of Bristol, TN

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Holidays	The City observes 11 paid holidays per year as follows: New Year's Day, Martin Luther King, Jr. Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day, Floating Holiday (can take Floating Holiday after probationary period).	Immediately	City of Bristol, TN
Retirement	Retirement is paid by the City for employees through the Tennessee Consolidated Retirement System. Employees hired on or after October 1, 2011, contribute 5% of his/her salary toward their retirement plan with the remainder being paid by the City. Fully vested after 5 years.	Immediately	City of Bristol, TN and Employee
Deferred Comp. 401K or 457(b)	Employee may make contributions through payroll deduction to a tax-deferred savings plan for retirement.	Immediately	Employee
Life Insurance	One times your annual salary, with a minimum of \$20,000, maximum of \$50,000. Dependent life insurance is available for spouse and children for \$2.20 per month. Supplemental life is available at an additional cost.	Immediately	City of Bristol, TN
Disability	Long-term disability is payable to you at 60% of your salary.	After 180 days of disability.	City of Bristol, TN
Tuition Reimbursement	Reimbursement up to \$600 per semester and \$1,200 per fiscal year.	After completion of satisfactory 6-month orientation (12 months for police and fire personnel).	City of Bristol, TN and Employee
Flexible Spending	The Flexible Spending Account (FSA) allows employees to payroll deduct funds to be reimbursed for qualified expenses on a per-tax basis, thereby reducing total taxable income. The annual maximum employee pre-tax contribution is limited to \$2,700. The City offers two options – Medical FSA and Dependent Care FSA.	Begins on the 1 <sup>st</sup> day of the month following employment.	Employee
Wellness/Fitness	The City provides access to an Employee Fitness Center free of charge. All employees also have access to an on-line customizable wellness program. Included in this program: instructive workout videos, cooking instructions with ingredient shopping lists, daily exercise and nutrition plans. Employee Fitness Classes available.	Immediately	City of Bristol, TN
Employee Assistance Program (EAP)	Voluntary, confidential assistance program, through a third-party, covering a variety of issues, i.e., anxiety/stress, marital/family conflict, depression/grief, work, drug/alcohol addiction, etc. Up to six visits at no cost to the employee and eligible family members.	Begins on the 1 <sup>st</sup> day of the month following employment.	City of Bristol, TN
Direct Deposit	Bi-weekly paychecks will be directly deposited to the bank of your choice.	Immediately	City of Bristol, TN
Voluntary Supplemental Benefits	Employees may elect the following voluntary supplemental benefits: Critical Illness, Cancer, Accident, Hospital Indemnity, and/or Short Term Disability. Payable via payroll deduction.	Begins on the 1 <sup>st</sup> day of the month following employment	100% employee paid

For further details about any of these benefits, please contact the City of Bristol Tennessee Human Resource Department at 423-989-5526.