

## **CITY OF TUALATIN BENEFITS POLICE MANAGEMENT STAFF**

(The information provided here is a basic summary only and does not include all provisions of each plan. Official plan documents and City policies and manuals supersede this document. )

- VACATION:** Days per year accumulate, based on continuous service. Time accrues on a bi-weekly basis to the annual maximum.
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|-------------------------------|---------|
| 1 to less than 3 years.....   | 12 days |
| 3 to less than 5 years.....   | 15 days |
| 5 to less than 10 years.....  | 18 days |
| 10 to less than 15 years..... | 20 days |
| 15 to less than 20 years..... | 22 days |
| 20 or more years.....         | 24 days |
- SICK LEAVE:** Twelve (12) days per year accumulates. Time accrues on a bi-weekly basis to the annual maximum. Sergeants hired before January 1, 2016, who have accumulated 96 base hours of sick leave may sell back any of the current fiscal year's unused sick leave accrual, over the 96 hour base, at the end of each fiscal year.
- ADMIN. LEAVE:** In lieu of compensation for overtime, the Police Chief and exempt supervisors shall be eligible for 40 hours administrative leave per fiscal year (non-accumulative), which may be taken for personal purposes.
- HEALTH:** The City pays 90% of the premium cost for employee health insurance, both medical and dental. The employee has the option of either Regence Blue Cross Copay Plan A. (\$250 individual/\$750 family deductible) Medical, including Alternative Care, RX4 drug, and VSP Vision; or Kaiser Medical Copay A with Alternative Care, Vision and Drug. Dental options are Delta, Kaiser or Willamette. The Willamette plan includes an orthodontia benefit.
- LIFE:** The City provides a policy on the employee (on/off-the-job coverage) equal to 1.5 times their annual salary (max. benefit of \$200,000). Police Department sworn management employees also receive an additional \$10,000 (on-the-job only coverage) per ORS 243.025.
- SURVIVOR :** In the event of the death of a current employee, The City agrees to pay the COBRA premium for medical and dental coverage for spouses or registered domestic partners, and the dependents of the deceased employee, for a period of six (6) months following the date of the employee's death. If, during the six (6) month period, the deceased employee's spouse, or registered domestic partner, becomes eligible for medical or dental insurance under another plan, the City provided insurance which is duplicated will cease on the inception of the new insurance.
- DISABILITY:** The City provides Long Term Disability Coverage for all employees up to a maximum monthly benefit of \$7000.
- RETIREMENT:** Public Employees Retirement System (PERS). Effective December 11, 2015, City pays the employer and the mandatory 6% employee contribution. Employee's hired after 8/23/03 will be covered by the Oregon Public Service Retirement Plan and subject to the criteria of that plan. For Department Head level employees, the City contributes 2% of base salary into a 401a retirement plan. For all other management employees, the City contributes 1% of base salary into a 401a retirement plan.
- HOLIDAYS:**
- |  |                        |
|--|------------------------|
| New Year's Day                                   | Labor Day              |
| Martin Luther King, Jr. Day (3rd Monday-January) | Veteran's Day          |
| President's Day (3rd Monday-February)            | Thanksgiving Day       |
| Memorial Day                                     | Day after Thanksgiving |
| Independence Day                                 | Christmas Day          |
| 2 Floating Holidays                              |                        |

For non-exempt, sworn law enforcement management, employees' holidays are calculated on an In-Lieu-of Holiday pay basis at the rate of 96 hours per year.

**VEBA:** The City will make a one-time initial contribution of \$500 into a VEBA account for each police management employee, as long as the employee has not already received the contribution as a Tualatin Police Officer. It may be possible for other leave time and/or employee compensation to be directed to this account. Please contact Human Resources for specific plan information.

**ORPAT:** Recognizing that physical fitness is beneficial to the health and wellbeing of employees, in addition to lowering the potential costs of healthcare and work related injuries, a physical fitness incentive is provided. Once per fiscal year police management employees will be required to participate in the DPSST certified ORPAT course. Those employees who successfully complete the ORPAT course in a time that is considered passing, will receive an incentive bonus subject to the IRS and Oregon payroll tax deduction. Police management employees who are newly hired, and who have passed the ORPAT as a condition of their employment process with the City of Tualatin, will receive the incentive for the year in which they were hired, beginning six (6) months after the date they were hired.

Continuous Years of Service	Full Incentive	Re-Test Incentive
0- 36 months	\$500	\$250
37 to 60 months	\$750	\$375
61 to 120 months	\$1000	\$500
121 to 180 months	\$1250	\$625
181 + months	\$1500	\$750

**CERTIFICATION PAY:**

Police Sergeants are eligible to receive additional compensation for professional certification received through the State of Oregon Department of Public Safety Standards and Training. Sergeants are responsible to submit to the City the required certification documentation to receive the additional compensation. This compensation shall be:

DPSST Certification		+AA*	+ 1000 hours DPSST recognized training/ instructor time	+BA*	+ 2000 hours DPSST recognized training/ instructor time
Intermediate	5%	8%	8%	9.50%	9.50%
Advanced	8%	10%	10%	11%	11%

\*or equivalent hours

**ASSIGNMENT:** Police Sergeant assigned to special units not eligible for flex time will receive \$180 per pay period in bonus pay.

**FLEX TIME:** Police Sergeant(s) assigned to 12 hour shifts are will receive 3.5 hours of Flex Time per pay period.