

Item No.: 5B-supp

Date of Meeting: February 5, 2019



**THE NORTHWEST
SEAPORT ALLIANCE**
Gateway to Solutions

NWSA Managing Members Initial Reading Benefits and Salary Resolution

Presenter: Loni Shorten
HR Manager

Action Requested

Request authorization to advance Resolution 2019-01, the Master Benefits and Salary Resolution (“MBSR”) to the second reading for final adoption.



Resolution 2019-01

Master Benefits and Salary Resolution

- **Health and welfare program**
 - Summarizes benefits
 - Defines eligibility
 - Establishes effective dates
- **Salary Program**
 - Establishes Fair Labor Standards Act's classifications
 - Establishes salary grades and ranges.



II. D (6) Leaves of Absence without Pay

Current:

The Alliance may grant a leave of absence without pay for qualifying reasons to include non-occupational injury and disease and to reduce personal hardship. **Such leave will only be granted where state or federal law is inapplicable.**

Proposed:

The Alliance may grant a leave of absence without pay for qualifying reasons to include non-occupational injury and disease and to reduce personal hardship. **Such leave will be granted consistent with state and federal laws.**



II. D (13) Washington Paid Family & Medical Leave (WFML)

- **The WFML program will provide paid leave when an employee is away from work to:**
 - Care for his/her own serious health condition or injury
 - Care for a family member with a serious health condition or injury
 - Bond with a child after birth, adoption or foster placement
 - Take leave for certain military events
- **The weekly benefit is calculated as a percentage of the employee's gross wages – minimum of \$100 and maximum of \$1,000.**
- **Eligible employees may take up to 18 weeks of leave under this program.**



II. D (13) Washington Paid Family & Medical Leave (WFML)

- **Administered by WA State Employment Security Department.**
- **The program is funded by employee and employer contributions, which began on January 1, 2019.**
- **The shared premium is 0.4% of employee wages – 63% paid by employees and 37% paid by employers.**
- **For an employee earning \$50,000 a year, the deduction is approximately \$10.00 per month.**
- **Benefits are available January 1, 2020.**
- **2019 estimated employer contribution is \$10,000**



Salary Ranges

Request a Cost of Labor adjustment of 2.2 percent to the non-represented salary ranges.



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