

Item No.: 4A

Meeting Date: March 20, 2018



**THE NORTHWEST
SEAPORT ALLIANCE**
Gateway to Solutions

NWSA Managing Members Second Reading Benefit and Salary Resolution

March 20, 2018

Request

**Request adoption of Resolution 2018-02,
the Master Benefit and Salary
Resolution (“MBSR”).**

Resolution 2018-02

Master Benefit 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.

Washington Paid Sick Leave

- **Effective January 1, 2018**
- **Provides paid sick leave to all non-exempt employees, who were not eligible for paid sick leave to include:**
 - Relief;
 - Part-time;
 - Temporary;
 - Seasonal; and
 - Interns
- **Benefit eligible employees will not receive additional sick leave accruals**

Accrual of WA State Paid Sick Leave

- One hour for every 40 hours worked
- May access after 90 days of employment
- No maximum accrual limit
- Annual carry over of up to 40 hours

Guidelines – all Non-exempt Employees

- No cash value
- Employer may not request verification for first 3 days of leave
- When leave is used, employer may not discipline, retaliate or discriminate
- Requires regular notification of balances and usage of leave
- Must reinstate sick leave if employee is rehired within 12 months

Financial Impact

Estimated financial impact of Washington Paid Sick Leave is \$3,000 per year.

Salary Ranges

Request a Cost of Labor adjustment of 2.1 percent to the non-represented salary structure

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