

Item No.: 4B

Date of Meeting: March 15, 2018

Master Benefit and Salary Resolution



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

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 Washington 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

Salary Ranges



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

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