



# Otay Water District

## BENEFITS



- **Merit Pay:** 3% on base salary to top of range based on meeting expectations on review, (If eligible).
- **Cost of Living Adjustment:** COLA for 7/1/16 is based on a CPI formula and will be between 2% and 3%.
- **Vacation:** 12 days/year, increasing to a max of 23 days/year.
- **Sick Leave:** 8 days/year, increasing to max of 15 days/year.
- **Paid Holidays:** 14 days/year, including employee's birthday and two floating holidays.
- **Alternative Work Schedule:** A 9/80 work schedule may be available based on the needs of the department. Upon approval, employees would work 80 hours over 9 days and enjoy one day off every two weeks. Operations department staff may be subject to a 4/10 work schedule (four 10-hour days within a week).
- **PERS Retirement:** The District contracts with the California Public Employees' Retirement System (CalPERS) with the retirement formula of 2.7% of highest annual salary at age 55, for each year of service; 5-year vesting. Employees pay 8% of the employee's PERS service contribution. Additionally, represented employees will pay 0.75% of the employer's PERS contribution and the District will pay the remainder of the employer's contribution. Due to the California Pension Reform Act of 2013, employees hired on or after 1/1/13 who are new CalPERS members (or do not have reciprocity with CalPERS) will be enrolled in the 2% at 62 retirement formula based on the employee's 36 months of highest average annual compensation. The District is also a Social Security participant.
- **Deferred Compensation Retirement Plan (457 Plan):** Optional plan designed to provide employees with additional retirement income. Employees may elect to contribute a portion of their income on a pre-tax basis through payroll deductions.
- **Medical/Rx Insurance:** Choice of PPO, EPO, or HMO plan, 100% premium paid by District for employee and 88% for dependent(s).
- **Dental Insurance:** 100% premium paid by District for employee and 88% paid for dependent(s).
- **Retirement Benefits:** Full-time employees and their eligible dependents are eligible for medical and dental benefits at retirement if the employee has completed 20 years of continuous service and has attained age 55 upon retirement. Employees who are New Members with CalPERS contribute 2.5% of salary to the District to offset the District's cost for post-retirement health benefits. Classic Members contribute 0.75% of salary to the District to offset the District's cost for post-retirement health benefits. These contributions are not refundable.
- **Flexible Benefits Plan:** The District offers a healthcare and dependent care flexible benefits plan. The healthcare account reimburses the employee on a pre-tax basis for medical, pharmacy, dental and other related expenses not covered by the insurance plans. The dependent care account allows employees to pay for employment-related dependent care expenses on a pre-tax basis.
- **Group Term Life & Accidental Death and Dismemberment Insurance:** 100% premium paid by the District for employee and eligible dependent(s). Depending on employees' annual earnings and/or position, amounts of Life and AD&D insurance may vary. Eligible dependents have life insurance coverage of \$1,000.
- **Voluntary Life Insurance:** Employees may elect to cover themselves and eligible dependents for voluntary life insurance. The full cost of this insurance is paid by the employee via payroll deductions.
- **Short Term and Long Term Disability Insurance:** The District provides short term and long-term disability insurance equal to 66 2/3% of your income after a 30-day waiting period (90-day waiting period for long term disability) if totally disabled due to illness or injury.
- **Education Reimbursement Program:** Employees are eligible to receive reimbursement for District approved courses not to exceed \$3,000 per fiscal year.
- **Certification Incentive Program:** Eligible District employees that obtain target certifications that exceed the minimum job requirements may qualify for either a base pay percentage increase or receive a monetary incentive.
- **Employee Assistance Program:** Provides confidential referrals and counseling concerning personal, family, or work related issues for employees and their dependents.
- **Free Onsite Workout Facility:** The District has a fully equipped exercise room for employees to use before work, after work or during lunchtime.
- **Yoga Classes:** On-site Yoga classes are offered during the lunch hour at the employee's expense.

## HEALTHY WORKPLACES/HEALTHY FAMILIES ACT OF 2014 PAID SICK LEAVE

### Entitlement:

- An employee who, on or after July 1, 2015, works in California for 30 or more days within a year from the beginning of employment is entitled to paid sick leave.
- Paid sick leave accrues at the rate of one hour per every 30 hours worked, paid at the employee's regular wage rate. Accrual shall begin on the first day of employment or July 1, 2015, whichever is later.
- Accrued paid sick leave shall carry over to the following year of employment and may be capped at 48 hours or 6 days. However, subject to specified conditions, if an employer has a paid sick leave, paid leave or paid time off policy (PTO) that provides no less than 24 hours or three days of paid leave or paid time off, no accrual or carry over is required if the full amount of leave is received at the beginning of each year in accordance with the policy.

### Usage:

- An employee may use accrued paid sick days beginning on the 90<sup>th</sup> day of employment.
- An employer shall provide paid sick days upon the oral or written request of an employee for themselves or a family member for the diagnosis, care or treatment of an existing health condition or preventive care, or specified purposes for an employee who is a victim of domestic violence, sexual assault, or stalking.
- An employer may limit the use of paid sick days to 24 hours or three days in each year of employment.

Retaliation or discrimination against an employee who requests paid sick days or uses paid sick days or both is prohibited. An employee can file a complaint with the Labor Commissioner against an employer who retaliates or discriminates against the employee.

For additional information you may contact your employer or the local office of the Labor Commissioner. Locate the office by looking at the list of offices on our website <http://www.dir.ca.gov/dlse/DistrictOffices.htm> using the [alphabetical listing of cities, locations, and communities](#). Staff is available in person and by telephone.