



MARINETTE COUNTY EMPLOYMENT BENEFITS

This sheet is a summary of benefits and should be used as a tool in answering frequently asked questions regarding employment benefits. The Personnel Policies & Procedures Manual provides complete benefit information. Please contact Human Resources should you have any questions.

CONTACT INFORMATION

Human Resources

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PROBATIONARY PERIOD

The probationary period is one year for newly hired employees. Current employees accepting a new position with the County will serve a six-month probation if they have already completed their one-year probationary period. If he/she has not yet completed his/her one-year probationary period, then the probationary period for the new position will be one year.

PART-TIME EMPLOYEES

Part-time employees receive benefits on a prorated scale.

HEALTH & DENTAL INSURANCE BENEFITS

Health and dental insurance is effective the first of the month after the first sixty days of employment. Part time employees can receive dental insurance at a prorated premium rate. Employees working less than 30 hours per week are not eligible for health insurance. Employees choosing to waive insurance coverage must complete a waiver form. A brief summary of plan details are available on the Marinette County Intranet.

LIFE INSURANCE

The County shall pay 100% of the monthly premium for Life Insurance and Accidental Death & Dismemberment (AD&D) for all full time employees. Please see Policies & Procedures for eligibility and coverage amounts.

SICK TIME PROVISION

Full time employees will earn nine days of sick leave per year, accumulative to 800 hours.

HOLIDAYS

Employees will be paid for the following holidays: New Year's Eve (½ day), New Year's Day, Good Friday (½ day), Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, the day following Thanksgiving, Christmas Eve day and Christmas Day.

PERSONAL DAYS

Employees receive three personal days per year. Personal days may not be carried over into the next year. Unused days shall be forfeited at the end of the year. New employees may receive up to three personal days their first year.

VACATION

Permanent employees receive two to five weeks of vacation per year, depending on date of hire. See Personnel Policies & Procedures for the vacation scale and other vacation policies.

BEREAVEMENT LEAVE

Upon the death occurring in an employee's "immediate family" (as defined in the Personnel Policies & Procedures Manual), the employee will be excused from work without loss of pay for up to three days.

SECTION 125

Marinette County offers a tax deferred Flexible Spending Plan.

POP PLAN

Marinette County's "POP" (Premium only Plan) allows you to pay for your insurance premiums from your paycheck with pre-tax dollars.

WISCONSIN RETIREMENT FUND

Marinette County shall contribute the County's share to the Wisconsin Retirement System based on the employee's salary.

DEFERRED COMPENSATION PROGRAM

In addition to the retirement benefit, Marinette County also offers a voluntary deferred compensation program. You may select from any number of investment options through pre-tax dollars. Annual on-site sessions are held with our provider so you can have your investment questions answered before you invest or decide to change your investment strategy.

CREDIT UNION

The PCM Credit Union offers loans for cars, boats, vacations, RVs, education and mortgages. Payments can be made through payroll deduction, or you can have a portion of your payroll check deposited into your account at the credit union.

EMPLOYEE ASSISTANCE PROGRAM (EAP)

Marinette County's EAP provides counseling sessions for employee, spouse, dependents or a relative living permanently in employee's household at no cost to the employee. *NOTE:* maximum visits apply.

WELLNESS PROGRAM

The Marinette County wellness program provides a number of opportunities to promote overall wellness. These opportunities included on-site fitness facilities, massages, weight watchers fee reimbursement, race registration reimbursement, health club fee reimbursement etc. This program is optional and is at a cost of \$1 to \$2 per payroll period.