



Memorandum

TO: T.C. Broadnax, City Manager
FROM: Joy St. Germain, Human Resources Director
SUBJECT: Ordinance Disclosure
DATE: November 10, 2016

On the agenda for City Council action on November 22, 2016, will be an ordinance to amend the Compensation Plan. This memorandum discloses the contents of the ordinance pursuant to Section 1.12.970 of the Tacoma Municipal Code.

Section 1: Amends Section 1.12.095, Health Care and Disability Benefits to provide language regarding changes regarding enrollment in City provided insurance plans.

1. Permanent, project, appointive, or temporary pending exam employees who fail to timely enroll in coverage will be enrolled in the City's default medical plan.
2. Temporary employees who fail to timely enroll in coverage will be determined to have waived coverage.
3. Full and part-time employees may be eligible to opt-out of City provided insurance plans, if proof of alternate coverage is provided.
4. No City employee or eligible dependent may be insured on more than one medical, dental or vision insurance plan.

Section 2: Amends Section 1.12.140, Compensation of employees other than full-time regular employees, to provide for the inclusion of continuous temporary employment in the computation for vacation and/or Personal Time Off, as applicable, for temporary employees who receive a permanent appointment

Section 3: Amends Section 1.12.230, Sick allowance with pay, to provide for sick leave benefits to employees in a temporary status, under the same terms and conditions as regular employees. Sick leave accruals will be prorated for part-time employees.

Section 4: Provides for the effective dates of the sections above.

I would be happy to answer any questions you may have.