



# Waukesha County

## *2024 Employee Benefits Summary – Non-Exempt (Full-Time)*

*This summary is intended to provide a general description of the employee benefit package available at Waukesha County. It should not be considered a complete source of information. The plan documents and Waukesha County Administrative Policies and Procedures Manual are available for review on the County Intranet after hire.*

To assist in making informed choices, an overview of benefits is provided during New Employee Orientation.

### **Health Insurance**

**High Deductible Health Plan with Health Savings Account (HSA).** Coverage begins on the first day of the month following the date of hire.

In-Network – Single Coverage	In-Network – Family Coverage
\$2,100 deductible + \$1,150 coinsurance	\$4,200 deductible + \$2,300 coinsurance
Total out-of-pocket max: \$3,250	Total out-of-pocket max: \$6,500

2024 Premium Cost Sharing	<b><u>High Deductible Health Plan with HSA</u></b>	
	Employees pay 15% of total premium cost	
	<u>Single</u>	<u>Family</u>
Monthly Premium	\$705.81	\$1,907.18
County Monthly Share	\$599.94	\$1,621.10
Employee Monthly Share	\$105.87	\$286.08
<b>Pay Period Deduction Amount</b>	<b>\$52.94</b>	<b>\$143.04</b>

\* Health Risk Assessment Program - Health Survey, Biometric Screen, and Health Coach Review for 3+ risk factors

HSA Annual Employer Contribution	Single	Family
0 HRAs Completed	\$0	\$0
1 HRA Completed (EE or Spouse)	<b>\$93.75 per month</b>	<b>\$125 per month</b>
2 HRAs Completed (EE and Spouse)	N/A	<b>\$187.50 per month</b>

*\*HSA Contributions per month of enrolled coverage*

### **Health Expense Reimbursement Option (HERO Plan)**

As a new hire, if you or your family may have access to select coverage through your spouse or other employer sponsored coverage and you do not enroll in Waukesha County health plan coverage, Waukesha County will reimburse you, and any other family member up to 100% of your in-network medical and prescription claims on that plan. Reimbursement is limited to ACA out of pocket maximum of \$9,450 for an individual and \$18,900 for a family (2024 limits).

### **What does HERO Reimburse?**

In a typical employer health insurance plan, an employee and their family will have coverage for doctor and hospital visits, prescription drugs, wellness care and surgical procedures. However, while the plan covers these expenses, the employee and their family generally have out-of-pocket expenses, like deductibles, copays and coinsurance. HERO is designed to cover all in-network costs incurred by the employee and their family by reimbursing you directly for these expenses. The HERO plan will not reimburse claims for plan exclusions, out-of-network expenses, employee premiums, or spousal surcharge costs.

### **Who is eligible to participate?**

New hired employees and their spouses and dependents with access to other employer-sponsored coverage through a spouse are eligible for the HERO plan in 2024. Employees enrolled in the County plan, whether as the employee or as a spouse of another employee of the County, are not eligible for the HERO plan.

### **What to expect**

When you enroll in the HERO plan, a 44North Patient Advocate will contact you to:

1. Personally welcome you to the plan. You will receive two phone call attempts and one email attempt.
2. Collect information about your spouse's or other employer sponsored plan coverage to help ensure you are receiving the maximum benefit between both your medical plan and the HERO plan.
3. Explain the process for submitting a claim for eligible expenses.
4. Coverage for the HERO Plan would start the first of the month following date of hire.

It is important to respond to your Patient Advocate timely to ensure the smoothest coordination of your benefits.

### **How do I get reimbursed?**

After incurring an eligible medical or prescription expense that was incurred on or after your eligibility start date for coverage, you must submit your claim for reimbursement by email, mail or fax to 44North. You will need to include a claim form and IRS- required documentation of the expense, e.g. Explanation of Benefits. During your initial welcome call with your Patient Advocate, you will receive a claim form and instructions on how to submit a claim and what documentation is needed.

**What if I have questions?**

For questions regarding eligibility or HERO plan benefits contact 44North at 855-306-1099.

**What is the cost to participate in the HERO Plan?**

You will need to pay the health insurance premiums through your spouse’s employer health insurance program.

**Can I access the Waukesha Employee Health & Wellness Center?**

Yes, those enrolled in the HERO program may still utilize the Health & Wellness Center. Payments made within the Waukesha Employee Health & Wellness Center would be out-of-network for your other coverage and claims will not be submitted to another carrier besides the County’s health plan carrier. The office visit fee schedule will be similar to the High Deductible Health Plan.

**Can I enroll in HERO and fund my Health Savings Account?**

No. Not if you wish to be reimbursed with first dollar coverage through the HERO Plan. You must suspend contributions into your HSA plan. However, you can use any previously deposited funds into the Health Savings Account to pay for any initial expenses until the reimbursement is processed. Should you wish to maintain an HSA with contributions during the year, you must speak with a HERO representative on what your HERO deductible responsibility must look like under IRS rules, before the HERO plan would reimburse you.

**Waukesha Employee Health & Wellness Center**

Employees of Waukesha County and their dependents (ages 2+) who are enrolled in health insurance have access to an onsite medical clinic operated by Everside Health. The clinic is located at 615 W. Moreland Blvd in Waukesha. Patient confidentiality is of the utmost importance as all staff are employees of Everside Health. Providers of the clinic include a Board-Certified Physician, two Physician Assistants, one Physical Therapist, and one Health Coach.

The clinic is open Monday - Friday and has early morning to evening appointment times. Patients should be able to schedule same day or next day appointments for service. Services available include: health coaching, preventative/wellness care, non-preventative (illness/injury visits), immunizations, lab work, disease management, physical therapy, medication dispensing, and work-related injuries.

<u>Office Visit Fees</u>	<u>Cost</u>
Preventative Care	Free
Non-Preventative Care	\$28.00 per visit (After Deductible Met Copay is \$0)
Physical Therapy	\$28.00 per visit (After Deductible Met Copay is \$0)
Medication	No separate charge
Medication Refill Appointments	No Cost
Health Coaching	No Cost

Office visit fees are applied towards health plan deductible and out-of-pocket maximums for County health plans. Office visit fees for those enrolling in the HERO Plan are similar to the HDHP. HERO Plan office visits are considered out-of-network and will not be reimbursed under the HERO Plan.

**Health Care Flexible Spending Account**

This plan allows employees to make pre-tax payroll contributions to use for the reimbursement of qualified out-of-pocket healthcare expenses. The 2024 contribution limit is \$3,050. This benefit is not available for employees enrolled in the High Deductible Health Plan. Coverage begins on the first day of the month following the date of hire.

**Dependent Care Flexible Spending Account**

This plan allows employees to make pre-taxed payroll contributions to use for reimbursement of your dependent care expenses. The IRS allows an employee to contribute up to \$5,000 per year from their paycheck for child and/or elder care. Coverage begins on the first day of the month following the date of hire.

**Dental Insurance**

Waukesha County offers employees a choice of two dental insurance plans. Coverage will begin on the first of the month following the date of hire.

<b>2024 Rates (Full-Time)</b>	<b><u>Delta Dental Standard</u></b>		<b><u>Delta Dental Exclusive</u></b>	
	<u>Single</u>	<u>Family</u>	<u>Single</u>	<u>Family</u>
Total Monthly Premium County	\$29.80	\$103.61	\$68.66	\$212.65
County Monthly Contribution	\$26.82	\$93.25	\$26.82	\$93.25
Employee Monthly Contribution	\$2.98	\$10.36	\$41.84	\$119.40
<b>Pay Period Deduction Amount</b>	<b>\$1.49</b>	<b>\$5.18</b>	<b>\$20.92</b>	<b>\$59.70</b>

**Vision Insurance**

Coverage will begin the first of the month following the date of hire.

<b><u>2024 Rates</u></b>	<b><u>Single</u></b>	<b><u>Employee + 1</u></b>	<b><u>Family</u></b>
Total Monthly Premium	\$7.96	\$13.52	\$20.48
County Monthly Contribution	\$3.98	\$6.76	\$10.24
Employee Monthly Contribution	\$3.98	\$6.76	\$10.24
<b>Pay Period Deduction Amount</b>	<b>\$1.99</b>	<b>\$3.38</b>	<b>\$5.12</b>

**Premium Option Plan**

Employees are automatically enrolled in this pre-tax option. This plan allows employees to pay their share of the health, dental, and vision insurance premiums on a pre-tax basis. This means employees pay less state, federal, and FICA taxes, thus saving money. Employees can elect to pay on a post-tax basis if they prefer.

**Vacation – Non-Represented Employees**

Waukesha County provides paid vacation in accordance with the Vacation Accrual Schedule below. Regular full-time employees will receive up to ten (10) days of vacation prorated in their first calendar year and on January 1<sup>st</sup> of their second calendar year, will receive ten (10) days of vacation regardless of the number of months worked in the first calendar year of employment. In the second calendar year and thereafter, employees can earn vacation in one year for use the following year. To earn the monthly vacation accrual, employees must work or receive paid benefit time for the majority of the workdays in the month.

The following table details the prorated vacation hours given upon hire based on hire date:

<b>Hire Date</b>	<b>Hours</b>
<b>Range</b>	<b>Full Time</b>
From January 1 to March 16	80
From March 17 to April 16	72
From April 17 to May 16	64
From May 17 to June 16	56
From June 17 to July 16	48
From July 17 to August 16	40
From August 17 to September 16	32
From September 17 to October 16	24
From October 17 to November 16	16
From November 17 to December 16	8
From December 17 to December 31	0

**Full-Time Vacation Accrual Schedule – Non Represented**

<b><u>Calendar Years of Service</u></b>	<b><u>Earning Rate Per Month</u></b>	<b><u>Vacation</u></b>
1st	Eight (8) hours	Use up to ten (10) days of vacation prorated in first calendar year, and earn ten (10) days for use in second calendar year
2 <sup>nd</sup> through 6th	Eight (8) hours	Earn up to 80 hours
7th through 13th	Twelve (12) hours	Earn up to 120 hours (Available for use in 8 <sup>th</sup> year)
14th through 22nd	Sixteen (16) hours	Earn up 160 hours (Available for use in 15 <sup>th</sup> year)
23rd and over	Twenty (20) hours	Earn up 200 hours (Available for use in 24 <sup>th</sup> year)

Employees may carry over up to 5 days (40 hours) of vacation into the next calendar year (employees do not need to request carryover as it will be automatic).

Employees must be in a benefit-eligible status (regular full-time or regular part-time) for six (6) months

of employment to receive a payout of unused earned and accrued vacation. This payout is made at the rate of pay in effect on the employee’s last day of work. A two (2) week notice of resignation is required to receive a payout of any vacation benefits.

Employees who terminate prior to completion of their first six (6) months of employment will have their final paycheck adjusted for any vacation time used during the first six (6) months; those days will be treated as leaves of absence without pay consistent with County policy. This means that an employee would be required to pay back, hour-for-hour, any paid time used within the first six (6) months of employment calculated using the employee’s hourly rate of pay in effect at time of termination.

**Vacation – Non-Lateral Represented Employees**

Waukesha County provides paid vacation in accordance with the Vacation Accrual Schedule below. Vacation is earned in one calendar year to be used in the next calendar year. To earn the monthly vacation accrual, employees must work or receive paid benefit time for the majority of the workdays in the month.

**Full-Time Vacation Accrual Schedule - Represented**

<b><u>Calendar Years of Service</u></b>	<b><u>Earning Rate Per Month</u></b>	<b><u>Vacation</u></b>
1st	Eight (8) hours earned for use in next calendar year	None (0) for use in first calendar year.
2 <sup>nd</sup> through 6th	Eight (8) hours	Earn up to 80 hours
7th through 13th	Twelve (12) hours	Earn up to 120 hours (Available for use in 8 <sup>th</sup> year)
14th through 22nd	Sixteen (16) hours	Earn up 160 hours (Available for use in 15 <sup>th</sup> year)
23rd and over	Twenty (20) hours	Earn up 200 hours (Available for use in 24 <sup>th</sup> year)

Employees may carry over up to 5 days (40 hours) of vacation into the next calendar year (employees do not need to request carryover as it will be automatic).

Employees must be in a benefit-eligible status (regular full-time or regular part-time) for the first six (6) months of employment to receive a payout of unused earned and accrued vacation. This payout is made at the rate of pay in effect on the employee’s last day of work. A two (2) week notice of resignation is required to receive a payout of any vacation benefits.

Employees who terminate prior to completion of their first six (6) months of employment will have their final paycheck adjusted for any vacation time used during the first six (6) months; those days will be treated as leaves of absence without pay consistent with County policy. This means that an employee would be required to pay back, hour-for-hour, any paid time used within the first six (6) months of employment calculated using the employee’s hourly rate of pay in effect at time of termination.

**Vacation –Lateral Represented Employees**

Waukesha County provides paid vacation in accordance with the Vacation Accrual Schedule below. Vacation is earned in one calendar year to be used in the next calendar year. To earn the monthly vacation accrual, employees must work or receive paid benefit time for the majority of the workdays in the month.

Per the WDSLUI Letter of Understanding for New Hires, a newly hired Deputy with at least three (3) years of full-time experience as a certified law enforcement officer in the forty-eight (48) months prior to hire shall be granted up to ten (10) days of vacation during their first year of employment. Vacation will be prorated based on the Deputy’s start date. Starting in the second calendar year of employment and thereafter, the Deputy will be placed in the vacation schedule and accrue vacation based on the number of consecutive years of employment prior to the date of employment with the County. The prior employment must be as a full-time certified law enforcement officer. A Deputy hired under the accelerated vacation benefit is allowed to use vacation time immediately upon the start of employment, provided there is vacation roster availability, or the Deputy is on road training. Recognized law enforcement years of experience will be translated to calendar years of service in the schedule below for accruals.

**Full-Time Vacation Accrual Schedule - Represented**

<b><u>Calendar Years of Service</u></b>	<b><u>Earning Rate Per Month</u></b>	<b><u>Vacation</u></b>
1st	Eight (8) hours earned for use in next calendar year	Up to 80 hours prorated.
2 <sup>nd</sup> through 6th	Eight (8) hours	Earn up to 80 hours
7th through 13th	Twelve (12) hours	Earn up to 120 hours (Available for use in 8 <sup>th</sup> year)
14th through 22nd	Sixteen (16) hours	Earn up 160 hours (Available for use in 15 <sup>th</sup> year)
23rd and over	Twenty (20) hours	Earn up 200 hours (Available for use in 24 <sup>th</sup> year)

Employees may carry over up to 5 days (40 hours) of vacation into the next calendar year (employees do not need to request carryover as it will be automatic).

Employees must be in a benefit-eligible status (regular full-time or regular part-time) for the first six (6) months of employment to receive a payout of unused earned and accrued vacation. This payout is made at the rate of pay in effect on the employee’s last day of work. A two (2) week notice of resignation is required to receive a payout of any vacation benefits.

Employees who terminate prior to completion of their first six (6) months of employment will have their final paycheck adjusted for any vacation time used during the first six (6) months; those days will be treated as leaves of absence without pay consistent with County policy. This means that an employee would be required to pay back, hour-for-hour, any paid time used within the first six (6) months of

employment calculated using the employee’s hourly rate of pay in effect at time of termination.

**Holidays**

Non- Represented employees are eligible for thirteen (13) paid holidays: New Year’s Day, Martin Luther King Jr. Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, The Day after Thanksgiving, Christmas Eve Day, Christmas Day, New Year’s Eve Day, and Three (3) Floating Holidays; two (2) that are earned on February 1 and one (1) on June 1 of each year.

Represented Employees are eligible for eleven (11) paid holidays: New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, The Day after Thanksgiving, Christmas Eve Day, Christmas Day, New Year’s Eve Day, and Two (2) Floating Holidays that are earned on February 1 and June 1 of each year.

**Sick Leave**

The Sick Leave Plan is designed to provide you with salary continuation in the event of personal injury or illness. Regular full-time employees earn sick leave at the rate of eight (8) hours for each month of work up to a maximum of nine hundred sixty (960) hours.

**Long-Term Disability (Non-Represented only)**

Waukesha County pays the full premium on employee’s behalf for this benefit. The long-term disability insurance plan provides for a monthly income in the event of a disabling injury or illness which renders an employee incapable of performing your job. Coverage will begin the first of the month after hire date. Waukesha Deputy Sheriff’s Labor Union represented employees do not have this benefit.

**Life Insurance**

Waukesha County pays the full premium cost on your behalf. You will be insured for an amount equal to one (1) times your prior year gross wages rounded to the next higher thousand dollars. In addition, you are insured for Accidental Death and Dismemberment benefits. Coverage will begin the first of the month following six (6) months of employment.

**Voluntary Worksite Benefits**

Waukesha County offers supportive voluntary benefit options for Accident Insurance, Critical Illness Insurance, and Hospital Indemnity Insurance. These benefits help pay for unexpected medical costs and other expenses. Each offering is ala carte so you can select the plan that is right for you and your family. (Continued on next page)

Accident Coverage	Critical Illness	Hospital Indemnity
<ul style="list-style-type: none"> <li>• Off the job coverage</li> <li>• Pays benefits directly to you when an accidental injury happens, and medical attention is needed</li> <li>• Covers many types of injuries, from simple ones like lacerations needing stitches, to complex injuries from serious</li> </ul>	<ul style="list-style-type: none"> <li>• Pays benefits directly to you to help with unexpected expenses or lost income resulting from the diagnosis of a covered Critical Illness; the diagnosis must occur while you are covered under the group policy.</li> <li>• You choose a lump sum benefit of \$10,000,</li> </ul>	<ul style="list-style-type: none"> <li>• Pays benefits directly to you to spend as needed, when you or a covered family member is hospitalized</li> <li>• Pays a benefit of \$1000 upon admission, plus daily benefits for injuries or illnesses, and includes hospitalization due to pregnancy and childbirth</li> </ul>



**WAUKESHA COUNTY 2024 EMPLOYEE BENEFITS SUMMARY – NON-EXEMPT (Full-Time)**

<p>accidents that require hospitalization</p> <ul style="list-style-type: none"> <li>• Pays extra benefits if kids are injured in an organized sporting event, like school or club sports Includes life insurance covering an accidental death</li> <li>• \$50 Annual Health Maintenance Screening benefit for EACH covered family member</li> </ul>	<p>\$20,000 or \$30,000 Automatically covers your children with no extra charge</p> <ul style="list-style-type: none"> <li>• Covered illnesses include: Heart Attack, Stroke, Cancer, Major Organ Failure, Coma, Paralysis, MS, ALS, Parkinson’s, Alzheimer’s and more</li> <li>• Specified Childhood Illnesses also included</li> <li>• \$50 Annual Health Maintenance Screening Benefit for EACH covered family member</li> </ul>	<ul style="list-style-type: none"> <li>• No pre-existing condition limitation!</li> <li>• Premium waived if you’re hospitalized more than 30 days</li> <li>• \$50 Annual Health Maintenance Screening Benefit for EACH covered family member</li> </ul>
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Monthly payroll deductions for the Voluntary Supportive benefits are only offered as after-tax deductions, so any benefits received under these plans are tax-free. These premiums are deducted only once per month.

	<b>Accident Coverage</b>	<b>Critical Illness</b>	<b>Hospital Indemnity</b>
<b>Employee</b>	\$8.10	See below	\$13.98
<b>Employee and Spouse</b>	\$12.93	See below	\$23.91
<b>Employee + Child(ren)</b>	\$15.29	See below	\$19.92
<b>Employee + Family</b>	\$23.96	See below	\$35.34

Premiums vary by amount of benefit chosen and age of Employee. If Spousal coverage is chosen also, the rates and benefit amount match the Employee’s rate. The rates are set up in 10-year age brackets.

<b>Critical Illness Coverage- Employee Monthly Attained Age Premiums</b>						
<b>Coverage Amount</b>	<b>Employee Age</b>					
	<b>18-29</b>	<b>30-39</b>	<b>40-49</b>	<b>50-59</b>	<b>60-69</b>	<b>70+</b>
<b>\$10,000</b>	\$3.50	\$5.20	\$10.80	\$22.30	\$41.30	\$72.70
<b>\$20,000</b>	\$7.00	\$10.40	\$21.60	\$44.60	\$82.60	\$145.40
<b>\$30,000</b>	\$10.50	\$15.60	\$32.40	\$66.90	\$123.90	\$218.10

**Dependent Life Insurance**

You may choose to elect dependent life insurance for your spouse and/or eligible dependents. There are two options for coverage.

**Tiers**

\$5,000 Dependent Child / \$10,000 Spouse	\$2.00 per month
\$10,000 Dependent Child / \$20,000 Spouse	\$4.00 per month

Employees pay the full premium cost for dependent life insurance. Late enrollments for a spouse will be subject to evidence of insurability. Coverage will begin the first of the month following six (6) months of employment.

**Voluntary Term Life Insurance**

You may choose to purchase additional supplemental term life insurance. If you enrolled when first offered, there is no medical underwriting to complete.

Monthly Premium Rates (1/1/2024 – 12/31/2024)

Age	Rate per								
	1,000	\$25,000	\$50,000	\$75,000	\$100,000	\$125,000	\$150,000	\$175,000	\$200,000
20-29	\$0.07	\$1.75	\$3.50	\$5.25	\$7.00	\$8.75	\$10.50	\$12.25	\$14.00
30-34	\$0.09	\$2.25	\$4.50	\$6.75	\$9.00	\$11.25	\$13.50	\$15.75	\$18.00
35-39	\$0.12	\$3.00	\$6.00	\$9.00	\$12.00	\$15.00	\$18.00	\$21.00	\$24.00
40-44	\$0.16	\$4.00	\$8.00	\$12.00	\$16.00	\$20.00	\$24.00	\$28.00	\$32.00
45-49	\$0.24	\$6.00	\$12.00	\$18.00	\$24.00	\$30.00	\$36.00	\$42.00	\$48.00
50-54	\$0.41	\$10.25	\$20.50	\$30.75	\$41.00	\$51.25	\$61.50	\$71.75	\$82.00
55-59	\$0.68	\$17.00	\$34.00	\$51.00	\$68.00	\$85.00	\$102.00	\$119.00	\$136.00
60-64	\$1.05	\$26.25	\$52.50	\$78.75	\$105.00	\$131.25	\$157.50	\$183.75	\$210.00
65-69	\$2.01	\$50.25	\$100.50	\$150.75	\$201.00	\$251.25	\$301.50	\$351.75	\$402.00
70+	\$3.27	\$81.75	\$163.50	\$245.25	\$327.00	\$408.75	\$490.50	\$572.25	\$654.00

Employees pay the full premium cost for supplemental term life insurance. Late enrollments are subject to evidence of insurability. Coverage will begin the first of the month following six (6) months of employment.

**Wisconsin Retirement System - Pension Plan**

As a full-time employee, you will automatically be enrolled in the Wisconsin Retirement System. This pension is administered by the State of Wisconsin Department of Employee Trust Funds. Employees will be required to pay the employee’s share of contributions to the fund, while Waukesha County contributes the employer’s share unless notated below.

For 2024 General category employees, 13.8% of your bi-weekly earnings are contributed to the pension for your retirement. General category employees required to contribute one-half (6.9%); this is a pre-tax contribution. The County pays the other half. Rates are subject to change annually.

For 2024, Protective Sworn category employees, 21.22% of your bi-weekly earnings are contributed to the pension for retirement. Protective Sworn category employees are required to contribute 6.9%; this is a pre-tax contribution. The County contributes 14.32%. Rates are subject to change annually.

For 2024, new Waukesha County Protective Jailer category employees, 21.22% of your bi-weekly earnings are contributed to the pension for retirement. New hire Protective Jailer category employees are automatically enrolled in the Protective Jailer category unless they opt-out of this category within 60 days from the date of hire. If you elect not to be part of the Protective Jailer category, you will be part of the General category (see above). Protective jailer category employees are required to contribute 14.32%; this is a pre-tax contribution. The County contributes 6.9%. Rates are subject to change annually. Rehired Protective Jailer category employees will default to the category selection they had on file with Waukesha County dating back to March 1, 2024.

Employees are vested in their portion of contributions immediately and after five years of creditable service for the employer contribution.

**Deferred Compensation**

Waukesha County offers access to a 457 Deferred Compensation program that allows you to save and invest for retirement through payroll deduction. This completely employee funded. Participation is voluntary and employees can enroll at any time. Employees may contribute on a pre-tax or Roth basis.

**Payroll Roth IRA**

Waukesha County offers access to a payroll Roth IRA that allows you to save and invest for retirement through payroll deduction. This completely employee funded. Participation is voluntary and employees can enroll at any time.

**Retirement Health Savings (RHS) Plan**

This is a benefit funded by Waukesha County. Waukesha County will contribute up to \$550 (\$400 for Waukesha Deputy Sheriff's Labor Union represented employees) per year into an employee's RHS account. Funds are available to the participant following separation of employment and can be used for reimbursement of qualified medical expenses or qualified insurance premium payments that occur post-employment. Contributions begin the first month after date of hire. Contributions for employees represented by the Waukesha Deputy Sheriff's Labor Union will begin the first of the month after twelve (12) months of employment with Waukesha County).

**Social Security**

During your working years, you regularly contribute a certain percentage of your income toward Social Security. Waukesha County matches your contribution, dollar for dollar.

**Electronic Direct Deposit Program**

Employees will be required to have their paychecks electronically deposited into the financial institution and account of their choice. Participants will receive a statement of earnings each payday as opposed to a payroll check.

**Worker's Compensation**

As an employee of Waukesha County, you are protected under the Worker's Compensation Act, which provides for hospital, medical, surgical care, and income loss payments for work-related injuries and illnesses.

**Jury Duty & Witness Service**

In the event you are subpoenaed for jury duty or subpoenaed to serve as a witness in connection with an incident occurring while at work, you will be eligible for paid leave.

**Funeral Leave**

In the event of a death in your immediate family, you will be allowed up to twenty-four (24) hours of leave with pay to attend the funeral.

**Employee Assistance Program**

Waukesha County offers access to a free confidential Employee Assistance Program for all employees

and members of their household. The program provides a helping hand with such problems as stress, family & relationship concerns, alcohol or drug dependency, workplace conflicts, work life balance, depression and anxiety, parenting concerns, grief or loss, crisis situations, child or elder care resources, and convenience resources. Participants can receive up to eight (8) visits in person or telephonically with an EAP Provider per clinical issue per 12 months at no cost.

**Tuition Assistance Program**

Regular full-time and regular part-time employees who have passed a 6-month employment period are eligible for this program. The County will reimburse 75% of eligible educational costs up to \$400 per semester (up to \$800 per calendar year). Courses must be job-related and of direct benefit to the County or in a designated program to qualify.

**Public Student Loan Forgiveness**

Waukesha County is a qualifying employer. Employees may qualify to receive student loan forgiveness under the Public Student Loan Forgiveness Program. Visit <https://studentaid.gov/manage-loans/forgiveness-cancellation/public-service> to learn more.