

## Temporary Employees – Pension, Medical Insurance and Paid Time-Off Benefits

### **Defined Benefit (Pension)**

Temporary Energy Northwest employees (except interns and those hired exclusively for outage) participate in the Public Employees Retirement Systems (PERS) pension plan administered by the Washington Department of Retirement Systems (DRS).

Employees have 90 days from initial hire to irrevocably choose between PERS Plan 2 or Plan 3. If a choice is not made, you are automatically placed into Plan 3 permanently.

Plan 2's payout formula is based on your length of service, your pay and your age at retirement. Both you and the company contribute to your plan.

Part of the payout formula in Plan 3 is based on your length of service, your pay and your age at retirement. The company contributes to this part of your plan. The other part of the benefit is based on an amount you elect to contribute in investments, and their performance. Once selected, your contribution election is irrevocable.

If you leave employment, you have the option to leave your contributions in PERS, or to withdraw them. Contact DRS at (800)547-6657 or [www.drs.wa.gov](http://www.drs.wa.gov) for more information and impacts of withdrawing.

### **Paid Time Off**

Temporary employees accrue paid time off (TTO, Temporary Time Off) at an increment of one-hour for every 40 hours worked. Use of TTO is allowed after 90 days of employment. Accrued hours will appear on your bi-weekly pay advice once they are available for use.

There is no cap on the number of hours you can accrue; however, at the end of each payroll calendar year, any hours accrued in excess of 40 will be forfeited.

At the end of your temporary assignment, any unused hours will be forfeited. If you are rehired in a temporary status within 12 months, those forfeited hours will be reinstated.

If you transfer from a temporary status, or you are rehired within 12 months, into a project or regular status, the hours in your TTO bank will transfer over to your Personal Time bank.

The time reporting code to use paid time off is TTO (Temporary Time Off). In many of Energy Northwest's procedures, they reference the requirement to use PT (Personal Time) for many situations, for regular and project employees. These requirements do not apply to temporary employees and their use of TTO.

### **Medical Insurance**

Temporary employees who are expected to work more than 30 hours per week and for more than 90 days are eligible for medical insurance on the first of the month in which their 90<sup>th</sup> day falls. Depending on the expected employment duration, the employee may be eligible sooner. Employees who enroll in medical are eligible for the company's contribution as described below.

If you are eligible for medical insurance, you will be provided with additional information when you meet with Human Resources on your first day of employment. This form must be completed and returned prior to the effective date of your insurance, even if you are choosing to waive insurance.

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### 2018 Flexible Dollar Allocation (Employer Contributions)

	Employee Only	Employee & Spouse	Employee & Children	Employee & Family
Flex Dollars	\$5,650	\$5,650	\$5,650	\$5,650
Health Care Supplement	\$3,111	\$10,588	\$8,873	\$16,376
<b>Total Employer Contribution</b>	\$8,761	\$16,238	\$14,523	\$22,026

Part Time employees between 27 and 39 hours per week receive 75% of above allocation toward benefits costs. Part Time employees working less than 27 hours per week do not receive the Employer Contributions.

### 2017 Annual Medical Plan Premiums

HEALTH BENEFITS	EE	EE + Sp	EE + Ch	Family
<b>Medical and Vision</b>				
Kaiser WA Classic (HMO)	9,519	18,320	16,119	24,920
Kaiser WA Value (HMO)	8,501	16,283	14,337	22,119
*Kaiser WA CDHP (HMO+)	7,969	15,147	13,527	20,006
Uniform Medical Plan (PPO)	8,793	16,867	14,848	22,922
*Uniform Medical CDHP (PPO)	7,965	15,140	13,522	19,997
*CDHP-High Deductible Plans come with a Health Savings Account. The HSA \$\$ deposited are included in premiums and deposited into your HSA account monthly				
*Monthly/annual deposit into your HSA plan	58.33 / 700	116.67 / 1400	116.67 / 1400	116.67 / 1400