

Employee Benefit Summary

This document provides a summary of benefits available to employees based on classification. Please refer to official plan documents or HR for full details.

Classified Employees – Non-Benefited

Benefit	Coverage Details
Medical Insurance	Bronze Plan – Employee Paid
Life Insurance	\$100,000 basic life
Retirement	CalPERS • Classic – Employee Contributions • PEPRA – Employee Contributions • ALTRET – Employee Contributions
Leaves	Sick Leave • 185–205 workdays: 10 days • 164-184 workdays: 9 days • 143-163 workdays: 8 days <i>(Fewer than 185 workdays: prorated)</i> Personal Necessity Leave * • 7 days (deducted from Sick Leave) ○ 5 Personal Necessity ○ 2 Discretionary Personal Necessity Personal Business Leave (6 month waiting period) • 1 day Bereavement Leave • 5 days (must be used within 3 months of date of death and used in full days) Holidays • 185–205 workdays: 13 paid holidays <i>(Fewer than 185 workdays: prorated)</i>
Additional Benefits	• Voluntary Life Insurance • Employee Assistance Program (EAP) Wellness Resources • Life Keys/Travel Connect • Short Term – Employee Paid • Long Term Disability – Employer Paid

**Personal Necessity and Discretionary Leave are deducted from your available Sick Leave balance; if you do not have sufficient Sick Leave available, you are not eligible to use these leave types.*