

INTRODUCTION

The City of Taft provides a comprehensive employee benefits program to protect the health, welfare and security of full-time employees and their families.

To provide continuing security to those full-time employees on approved leave of absence status – with our without pay – the City has established a Continuation of Benefits Policy.

INSURANCE PROGRAMS

1. The City of Taft shall continue contributions to the medical, dental and hospitalization insurance and to group life insurance programs of those permanent full-time employees placed on leave of absence with pay for the duration of the paid leave of absence. Employee contributions to such programs, however, will be deducted from salary payments made to the employee during paid leave of absence.
2. Permanent full-time employees placed on approved leave of absence status without pay may continue to participate in the City's insurance programs for the duration of the leave of absence. City contributions to these programs, however, shall cease on the effective date of the leave of absence without pay.
3. Permanent full-time employees placed on approved leave of absence without pay and wishing to continue participation in benefits programs must advise the Personnel Department of their intention to do so and submit a check for the cost of applicable coverage to the Accounting Department no later than the 10th day of the month preceding the month for which coverage is effective.
4. The continuation of benefits option for permanent full-time employees placed on approved leave of absence status – with or without pay – shall expire on expiration of the approved leave of absence or termination of employment in accordance with the City's Termination Policy.
5. Employees no longer on approved leave of absence status will have the option of continuing benefits, at their cost, under the provisions of COBRA.

RETIREMENT PROGRAM

1. Employees who are enrolled in the Public Employees' Retirement System and are placed on approved leave of absence status with pay shall continue to accrue length of service credit for retirement purposes for the duration of the leave of absence.

2. Employees who are enrolled in the Public Employees' Retirement System and are placed on approved leave of absence without pay shall not accrue length of service credit for retirement purpose for the duration of the leave of absence without pay.

LENGTH OF SERVICE

1. All employees of the City of Taft placed on approved leave of absence status with pay shall continue to accrue credited service for salary review, vacation, and illness and injury leave purposes for the duration of paid leave of absence.
2. All employees placed on approved leave of absence status without pay shall not accrue credited service for salary review, vacation, and illness and injury leave purposes for the duration of leave of absence without pay. In such instance, eligibility for salary review, vacation, and illness and injury leave accrual shall be extended by the number of days an employee has been on approved leave of absence status without pay.

APPLICATION

Provisions of this policy shall be applicable to those employees placed on approved leave of absence with or without pay. Employees placed on military leave of absence, with or without pay, shall be subject to provisions of this policy and of all federal, state and local legislation governing the employment and seniority rights of veterans.