



DATE: November 14, 2022
TO: Honorable Mayor and City Councilmembers
FROM: Dave Perrault, City Administrator
SUBJECT: Personnel Policy Benefit Language Update

Budgeted Amount: N/A **Estimated Amount:** N/A **Funding Source:** N/A

Council Should Consider

Motions to approve, table, or deny the following:

- Updating the Personnel Policy Benefit Language to allow for an “opt-out” option on insurance benefits if applicable.

All items need a simple majority for action unless otherwise noted.

Background

At a previous Special City Council Worksession, City Staff notified Council that a change to the Personnel Policy would be required to allow for an “opt-out” option for insurance benefits. The language proposed will modify to allow for an “opt-out” option, but not require one. The option will be discussed annually as part of the normal benefit review. The language proposed below is similar to what other cities have in their Personnel Policy.

Existing Language:

All full time and benefit earning employees shall be required to participate in the Employer’s group health, dental, life, and other applicable insurance programs. The Employer shall contribute a monthly sum established annually by the Council.

Proposed Language:

All full time and benefit earning employees ~~shall~~ may be required to participate in the Employer’s group health, dental, life, and other applicable insurance programs as determined

during the City's annual benefit review. If employees are provided the choice to opt-out of specific benefits, the City will have the right to refuse the opt-out option for an employee should the City's participation in its insurance program be jeopardized. The Employer shall contribute a monthly sum established annually by the Council.

Budget Impact

This language will not have a direct impact on the City's budget; however, if an opt-out option is allowed and employees utilize it, the City will see a savings in that budget year.

Attachments

N/A