

## Employee Benefits Summary

**RETIREMENT- TCRS Hybrid Plan:** Participation is mandatory. No waiting period. Plan is a combination of a defined benefit plan and a defined contribution plan. The defined benefit plan consists of a 5% mandatory contribution from the employee and a 4% employer contribution. Employee is also auto-enrolled at 2 % in the defined contribution plan with the City contributing 5%. Employee has the option to increase or decrease his/her defined contribution percentage.

**VACATION:** Vacation accrual is based upon your length of service with the City of Kingsport. New employees will receive upon hire date one (1) week vacation and will accrue 6.67 hours per month with the exception of Firefighters who accrue 12 hours per month. Vacation is available for use as it is earned.

**HOLIDAYS:** The City of Kingsport offers 12 paid Holidays per year: New Year's Day, Martin Luther King, Jr., Good Friday, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve, Christmas Day, and Floating Holiday (1 day). There is no eligibility period to qualify for Holiday pay.

**SICK HOURS:** Employees accrue eight (8) sick hours at the end of each month worked. Sick hours may be used for personal or immediate family illness up to a maximum of 1040 hours per calendar year. In addition, sick hours may also be applied toward early retirement (see TCRS rules for retirement for further information).

**LIFE INSURANCE:** The City of Kingsport provides all full time employees Term Life Insurance at no cost. The coverage amount is equal to one (1) times your annual base salary.

**SUPPLEMENTAL LIFE INSURANCE (optional):**- Full-time employees also have the option to elect Supplemental Life Insurance coverage at an additional one (1) times their annual base salary. Rates are based upon your age and annual salary.

**DEPENDENT LIFE INSURANCE (optional):** Full time employees can elect Term Life insurance for their dependents at either \$5,000 or \$10,000 amounts. The cost elect coverage for their dependents at \$.64 per pay period for \$5000; \$1.28 per pay period for \$10,000. (paid bi-weekly; 26 pay periods a year)

**LONG TERM DISABILITY (optional):** Carrier is MetLife. Monthly premium cost is shared 50/50 by employee/City. Eligible after 90 days of employment. Covers 60% of your monthly earnings up to a maximum of \$7,500.00. Pays until you are approved for social security disability or until you return to work. Benefits begin after 120 days of consecutive disability

**HEALTH INSURANCE (optional):** Carrier is BCBST, network S. Full time employees have the option to select from two (2) plans (Standard Plan and Basic Plan). Premium cost is shared by employee/City.

**EMPLOYEE HEALTH CLINIC:** Provider is Premise Health. Confidential. Available to employees/dependents who are covered under the City's health care plans (BCBST). Clinic treats both acute and chronic conditions and can prescribe medications, provide annual physicals, health coaching, lab work, and much more. No co-pays, no deductibles, and no cost for select generic medications dispensed on-site.

**DENTAL INSURANCE (optional):** Carrier is Delta Dental. Premium cost is paid by employee. Annual maximum coverage of \$1,000 per member which increases by \$100 per year up to a maximum of \$1,500 provided member has at least one preventative procedure performed each plan year.

**VISION INSURANCE (optional):** Carrier is Davis Vision. Premium cost is paid by employee. Annual eye exams, lenses and lens upgrades, frames, contacts.

**FLEXIBLE SPENDING ACCOUNT (optional):** Carrier is Flores. Contribution amounts are pre-tax. Healthcare and Dependent Care options. Employees can contribute up to the allowed IRS maximum amounts. Healthcare rollover of up to \$610 for plan year 2024.

**EMPLOYEE ASSISTANCE PROGRAM:** 2 programs: Ballad Health and Dearborn. Available to Full time employees. Provides confidential mental health and substance abuse services and much more.

**EMPLOYEE PHYSICAL WELLNESS PROGRAM:** Provider is Cora. Available to all regular full time and part time employees at no cost. Provides a regiment of treatment when employees experience minor musculoskeletal disorders due to life's everyday stresses and strains.

**KINGSPORT AQUATIC CENTER:** Free membership for full time employees. Discounted rates for family members.

**GYM MEMBERSHIPS (optional):** City will reimburse 50% of individual membership rate each quarter. Reimbursement is based on an attendance requirement.

**AIR MED (optional):** Provider is AirMed. Memberships can be elected in 1, 3, 5, or 10 year increments. Provides air ambulance services for a life or limb threatening emergency to an emergency medical treatment facility.

**ACCIDENT INSURANCE (optional):** Provider is Trustmark. Supplemental accident insurance that pays you cash directly to help pay for treatment for covered accidents.

**CRITICAL ILLNESS INSURANCE (optional):** Provider is The Standard. Insurance that helps cover out of pocket expenses associated with a serious illness. Helps fill the gaps caused by these out of pocket costs. Pays you for completing certain health screenings.

**UNIVERSAL LIFE/LONG TERM CARE: (optional):** Provider is Trustmark. Whole Life Insurance policy that includes a long-term care benefit that can help you pay for services at any age. Benefit never reduces due to age.