

A.1.13 Unit Y and ZX Salary Steps

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Effective the first full pay period following January 1, 2005, and each calendar year thereafter, any additional salary steps granted to Bargaining Unit J, F & X shall be granted to job classes in Bargaining Unit Y and ZX.

A.9.5 Bilingual Skill Pay

A.9.5.1 Unit Z Bilingual Skill Pay

An employee in Unit Z, who meets specified conditions, shall be paid a bilingual skill pay differential as provided for in the applicable memorandum of understanding.

To be designated as “bilingual,” a position shall require the use of a second language on a regular and frequent basis.

A.9.5.2 Unit D and E Bilingual Skill Pay

An employee in Units D and E upon assignment by the Department Head, approval of the County Administrative Officer and successfully passing a proficiency test, shall be eligible for bilingual pay in the amount of twenty dollars (\$20) per pay period.

A.9.5.3 Unit ZX Bilingual Skill Pay

An employee in Unit ZX, upon assignment by the Department Head, approval of the County Administrative Officer and successfully passing a proficiency test, shall be eligible for bilingual pay in the amount of forty-five dollars (\$45) per pay period. Pursuant to the NMC HR MOU Regarding Delegation of HR Functions, the NMC Chief Executive Officer may approve such action for employees employed by Natividad Medical Center.

A.10.3 Expense Allowance

A.10.3.1 Unit Y Designated Department Heads Management Expense Allowance

Effective December 28, 2024, individuals in classifications identified in A.10.1 Department Heads Designated shall be eligible for a monthly expense allowance for incidental expenses not ordinarily subject to remuneration by claim in the amount of one hundred dollars (100.00) monthly. Expense

allowance shall be paid on the second pay period of each month.

A.10.3.2 Unit Y (non-Department Heads) Management Expense Allowance

Effective December 28, 2024, individuals in all other classifications in Unit Y (non-Department Heads) shall be eligible for a monthly expense allowance for incidental expenses not ordinarily subject to remuneration by claim in the amount of seventy-five dollars (\$75.00) monthly. Expense allowance shall be paid on the second pay period of each month.

A.10.3.3 Unit ZX Management Expense Allowance

Effective December 28, 2024, individuals in positions/classifications in Unit ZX shall be eligible for a monthly expense allowance for incidental expenses not ordinarily subject to remuneration by claim incumbents in the amount of seventy-five dollars (\$75.00) monthly. Expense allowance shall be paid on the second pay period of each month.

A.21.4.1 Cafeteria Flexible Benefits Plan – unrepresented units O, XL, Y, and ZX

A. General Provisions

The County will make available a Cafeteria Flexible Benefits Plan to all permanent or Limited Term employees. Permanent or Limited Term employees may elect from the following optional benefits:

- Employee medical coverage under CalPERS.
- Dependent medical coverage under CalPERS.
- No medical coverage
- Employee dental coverage under the County's self-funded plan or a successor plan
- Dependent dental coverage under the County's self-funded plan successor plan
- No dental coverage
- Employee vision coverage under the County's self-funded plan or a successor plan
- Dependent vision coverage under the County's self-funded plan or a successor plan
- No vision coverage

- Any other eligible optional benefits which may be made available by the County through the Cafeteria Flexible Benefits Plan.

Additional Payroll Deduction

For each month when the benefit options selected by the employee under this plan exceed the appropriate County contributions for that employee, that employee shall pay by pre -tax payroll deduction the full cost (100%) which exceeds the County's contributions for that employee.

Cafeteria Flexible Benefits Plan Administration

The provisions, rules and regulations governing the administration of the Cafeteria Flexible Benefits Plan are contained in the Cafeteria Flexible Benefits Plan document. Changes may be required from time to time to maintain the integrity of this Cafeteria flexible benefits plan as a lawful IRC Section 125 plan. The County shall have discretion to make such changes to ensure this plan is eligible for favorable treatment under the Internal Revenue Code. The County may add or remove benefit options to or from this plan. Removal of a benefit shall occur only if the benefit is deemed contrary to public law or regulation governing IRC Section 125 benefit plans, is no longer available by vendor, or becomes insolvent.

B. County CalPERS Required Contributions

The County CalPERS required contributions (PEMHCA Minimum) toward the Cafeteria Flexible Benefits Plan will be as indicated below.

The County shall not contribute any CalPERS required contribution toward the employee's purchase of any other optional benefits which may be provided by the County through the Cafeteria Flexible Benefits Plan.

Employees shall not have the option of using the CalPERS required contributions for any other purpose other than for purchasing employee health. CalPERS required contributions not used to purchase employee health will be forfeited.

Health Insurance Contribution

The County's CalPERS required contribution to the Cafeteria Flexible Benefits Plan for health insurance coverage will be provided as directed by CalPERS.

Dental Insurance Contribution

The County's maximum contribution to the Cafeteria Flexible Benefits Plan for dental coverage will be equal to the cost of the employee only monthly premium for all eligible permanent employees or Limited Term. Should the dental (employee only premium) contribution/premium increase, the County may pay the increase. Should the County's contribution/ premium for dental (employee only premium) decrease, the County shall retain the savings from the decrease.

Vision Insurance Contribution

The County's maximum contribution to the Cafeteria Flexible Benefits Plan for vision coverage will be equal to the cost of the employee only monthly premium for all eligible permanent employees or Limited Term. Should the vision (employee only premium) contribution/premium increase, the County may pay the increase. Should the County's contribution/ premium for vision (employee only premium) decrease, the County shall retain the savings from the decrease.

C. County Maximum Contributions

Units O, XL, Y, and ZX shall receive the same County maximum monthly contributions in accordance with those negotiated by the County Employee Management Association (CEMA) Unit X.

The County's contribution above may be applied toward medical, dental and/or vision coverage for the employee and dependents. Any future increases in health insurance premiums that exceed the County's contribution will be paid by the employee through salary deduction.

Any balance of the County's contribution remaining after the employee selects health insurance may be utilized, at the employee's discretion, toward the purchase of dependent dental and/or dependent vision insurance. The use of any County contributions toward the purchase of the benefits stated above is subject to the employee first

selecting employee health insurance coverage under CalPERS.

Elective Contribution Payout

For each month that the County's elective contribution is not used by an employee to obtain benefit options under this plan, the full amount of funds not utilized shall be paid out or forfeited in accordance with the terms negotiated by the County Employee Management Association (CEMA Unit X, provided the employee has purchased at least individual only health insurance through CalPERS.

A.23 PROFESSIONAL ORGANIZATION MEMBERSHIP AND EMPLOYEE JOB ENHANCEMENT

Elected Officials and permanent employees in Units Y and ZX shall be paid a Professional Expense Stipend of Four Hundred fifty dollars (\$450) the first full pay period of each calendar year. Employees must be in paid status during the pay period in which the stipend is paid in order to be eligible. Eligible employees who are scheduled to work 40 hours or less per pay period shall receive one-half the Professional Expense Stipend.

A.24 HOLIDAYS

A.24.1 Holidays Listed

Except as noted in section A.24.4 below, the following listed days shall be observed as legal holidays by the County of Monterey:

New Year's Day	January 1st
Dr. Martin Luther King, Jr. Day	Third Monday in January
Presidents Day	Third Monday in February
Cesar Chavez	March 31st
Memorial Day	Last Monday in May
Juneteenth	June 19th
Independence Day	July 4th
Labor Day	First Monday in September
Veterans Day	November 11th
Thanksgiving Day	Fourth Thursday in November
Day After Thanksgiving Day	Fourth Friday in November
Christmas Eve	December 24 th

Christmas Day

December 25th

The enumeration of the actual date of the holiday in the right hand column above is for general information only and not necessarily controlling. The Board of Supervisors or the County Administrative Officer may designate that the actual holiday be observed on a different date in order to conform to the date of observance by the State of California or for administrative convenience. In addition, the Board of Supervisors may from time-to-time designate additional holidays or days off with pay, and the County Administrative Officer may do the same in the event circumstances require and the Board cannot take action.

A.25 ANNUAL LEAVE AND/OR VACATION

Effective March 22, 2025, employees who are hired with previous years of service with the Federal Government, State of California and California Counties and Cities shall receive 50% credit for their combined years of service upon receiving official verification from the respective agency(ies).

A.30.2 Accrual Rate Limit

a. Eligible employees in Units Y and ZX shall accrue annual leave on the following basis:

<u>Years of Completed Continuous County Service</u>	<u>Annual Leave Accrual</u>
Up to two (2) years	23 days
More than two (2) years	25 days
More than five (5) years	28 days
More than ten (10) years	30 days
More than fifteen (15) years	32 days
More than eighteen (18) years	33 days
More than twenty (20) years	34 days
More than twenty-five (25) years	37 days

A maximum of eight hundred fifty (850) hours of annual leave may be accrued after which no further accrual shall be made until the employees' accrual is reduced to below eight hundred fifty (850) hours by the use of annual leave. Annual leave shall be earned on the basis of each biweekly pay period worked from the beginning of the biweekly pay period following the permanent appointment into a position in a class that is included in either Unit Y or ZX. Neither shall any annual leave be credited for any pay period during which an employee is on any non-paid status exceeding one-half (1/2) of the employee's normally scheduled working days.

b. Eligible employees in Unit XL shall accrue annual leave on the following basis:

<u>Years of Completed Continuous County Service</u>	<u>Annual Leave Accrual</u>
0 - 2 years	23 days
2 - 6 years	25 days

A maximum of three hundred sixty-eight (368) hours of annual leave may be accrued after which no further accrual shall be made until the employee's accrual is reduced to below three hundred sixty-eight (368) hours by the use of annual leave. Annual leave shall be earned on the basis of each bi-weekly pay period worked from the beginning of the bi-weekly pay period following the appointment into a Limited Term Assignment. Neither shall any annual leave be credited for any pay period during which an employee is on any non-paid status exceeding one-half (1/2) of the employee's normally scheduled working days.

- c. Advanced Accrual Rate for New Hires with Previous Years of Service with the Federal Government, State of California and California Counties and Cities:

Effective March 22, 2025, employees (excluding Unit XL) who are hired with previous years of service with the Federal Government, State of California and California Counties and Cities shall receive 50% credit for their combined years of service upon receiving official verification from the respective agency(ies).

A.30.10 Annual Leave Cash Out: Permanent Employees with Over One (1) Year of Service

Effective as of the designated irrevocable election period that opened November 1, 2024, and ended November 30, 2024, permanent employees in Units Y and ZX with at least one (1) to nine (9) years of service in County employment may sell back to the County up to one hundred forty (140) hours of their annual leave in any calendar year if the following conditions are met:

- a) The employee must have at least forty (40) hours of annual leave remaining after making an election to "cash out" some of their annual leave pursuant to Section A.30.13.
- b) No more than one request for partial payment of a "cash out" may be made in any calendar quarter.

A.30.11 Annual Leave Cash Out: Permanent Employees with Over Ten (10) Years of Service

Effective as of the designated irrevocable election period that opened November 1, 2024, and ended November 30, 2024, permanent employees in Unit Y and ZX with over ten (10) years of service or more in County employment may sell back to the County an additional 40 hours of annual leave; up to one hundred eighty (180) hours of their annual leave in any calendar year if the following conditions are met:

- a) The employee must have at least forty (40) hours of annual leave remaining after making an election to “cash out” some of their annual leave pursuant to Section A.30.13.
- b) No more than one request for partial payment of a “cash out” may be made in any calendar quarter.

A.52 UNITS Y AND ZX 401(a) CONTRIBUTION

Effective January 2027 the County shall establish a 401(a) plan for Units Y and ZX and contribute one hundred dollars (\$100) monthly.