

APPROVING CHANGES TO THE 2024 EMPLOYEE BENEFIT HANDBOOK

The Department of Administration has proposed amending the Employee Benefit Handbook (“EBH”) for payroll year 2024 effective December 17, 2023. Amendments to the following subjects have been incorporated in the 2024 Handbook and are specifically set forth in each employee group section of the EBH, located at <https://www.connect2dane.com/Employee/Engagement/Index/10485?pageid=10485>

- ACTING CLASS PAY HOURLY
- ALTERNATIVE SCHEDULING
- BPHCC/CCB EMPLOYEE GROUP’S REPRESENTATIVE OFFICE
- BILINGUAL PAY
- BUS PASSES
- CALL BACK/ON CALL PAY
- CAREGIVER LEAVE
- CATASTROPHIC LEAVE DONATION
- DEATH IN IMMEDIATE FAMILY
- DISABILITY INSURANCE
- DISCIPLINE, SUSPENSION AND DISCHARGE
- DIVERSITY AND EQUITY IN RECRUITMENT AND RETENTION COMMITTEE
- EMERGENCY PROTECTIVE SERVICES
- HEALTH & DENTAL INSURANCE
- HOURS OF WORK
- INDEPENDENT CONSULTANT
- JOB ASSIGNMENTS
- LABOR RELATIONS COMMITTEE
- LACTATION POLICY
- LICENSES/CERTIFICATIONS
- LIMITED TERM EMPLOYEES
- LONGEVITY
- OPT-IN/OPT OUT FORMS
- OVERTIME AND COMPENSATION
- PAID PARENTAL LEAVE
- PROBATIONARY PERIOD
- PROMOTIONS
- RECRUITMENT
- RETIREMENT ENHANCEMENT PROGRAM
- RETIREMENT SICK LEAVE CREDIT CONVERSION/POST RETIREMENT MEDICAL REIMB PLAN
- SAFETY AND WORKING CONDITIONS
- SALARY
- SEPARATION FROM COUNTY SERVICE BENEFITS
- SICK LEAVE
- STANDBY DUTY-RNG PLANT
- STILLBIRTH POLICY
- STUDENT INTERNS
- SUBCONTRACTING
- TRAINING AND EDUCATION
- TRIAL PERIOD
- UNDESIRABLE HOURS PREMIUM PAY
- UNIFORM ALLOWANCE
- VACATION
- VOLUNTARY LEAVE

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As in previous years, the Department of Administration has also proposed making the benefit improvements set forth in the EBH applicable to those managerial and confidential employees whose terms and conditions of employment are not covered by the EBH. Pursuant to Dane County Ordinance, the amendments to the EBH have been shared with interested stakeholders.

NOW, THEREFORE, BE IT RESOLVED that the Dane County Board of Supervisors approves the changes to the terms and conditions of employment set forth in the 2024 Employee Benefit Handbook effective December 17, 2023;

BE IT FURTHER RESOLVED that any benefit improvements provided by the 2024 Employee Benefit Handbook be extended to managerial and confidential employees;

BE IT FINALLY RESOLVED that the Department of Administration is authorized to take appropriate actions to implement the terms of this Resolution.