

Below is the list of items that are being changed in the Employee Benefit Handbook

1. Increase sick leave bank from 1700 hours to 1740
2. Increase vacation/sabbatical bank by 24 hours (688 hours to 712: some EG's have less)
3. Increase orientation time for Employee Group presentation to 25 minutes
4. Increase safety boot allowance to \$110.00
5. Disability Insurance pg 26: Add in language that employees who enroll during an open enrollment have a 6 month waiting period.
6. Work schedules (clean up to reference correct sections with letters not numbers)
7. Overtime and compensation, section 2 b, pg 105 (change word prosecuting to attending)
8. Probationary periods, section 4-8, pg 118-119: add in language that extensions of probation will be put in writing and employees notified.
9. Recruitment, section 1b, pg 126-keep word "representative"
10. Recruitment, section 1 Filling positions, seniority (1199 wants to be excluded from seniority)
11. Training and Education, section 3, pg 160-increase attorney bar dues to \$40.00
12. Transfer of County Functions Section 1a, replace bargain collectively with meet and confer
13. Alternative schedules: new policy
14. Trial Period: add language on return to former position along with evaluation while on trial period, and notice if extended.
15. EPS hours changes (Friday 14 hours, Saturday through Sun 12 hour shifts)
16. Senior Social Work language changes: change to meet expectations instead of exceed, delete sentence under d.
17. Voluntary leave/voluntary layoff policies: combined the two policies together.
18. Step Three in cases of discharge: language added in the step 3 grievance section that a discharge can be grieved immediately at step 3.
19. LTE hours to 1,200: increase all LTE's from 1,040 to 1,200 hours
20. Discipline (pg 27): add in "upon request of the employee" to review disciplines in personnel file for potential removal.
21. Seniority Transfer (pg 151): clean up language to change clerk typist series to clerical series.
22. Trades Longevity: delete that longevity may be reduced or withheld. (pg 101)
23. Nurses: add language in training and education policy to make it clear that money can be combined.

The full document can be found at <https://admin.countyofdane.com/emprel/>.