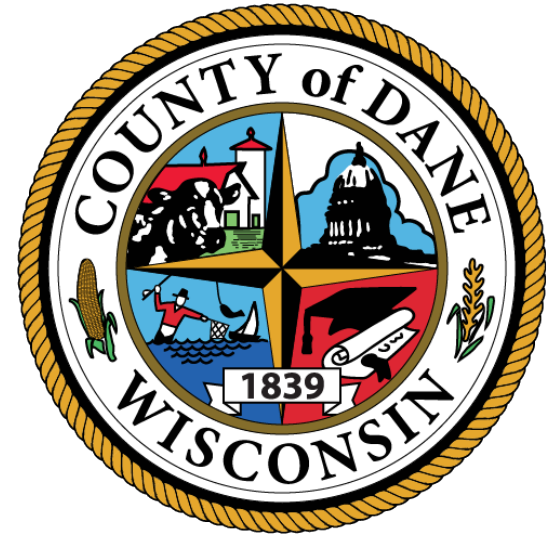


2026 Review of the Employee Benefit Handbook



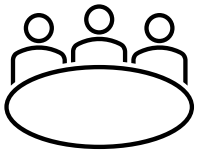
July 13, 2026

Presentation to the Personnel and Finance Committee

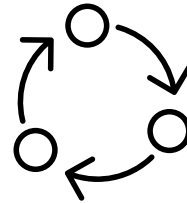
What is the Employee Benefit Handbook?

- Prior to Act 10, the County had several union contacts.
- After Act 10, the County passed an Ordinance to establish the terms and conditions of employment in an employee benefit handbook.
- There are *multiple* handbooks (65, 705, 720, 895, 1871, 2634, Trades, and Attorneys)
- The handbooks contain provisions like:
 - How much vacation time employees receive
 - How much sick time employees receive, when they can use it, what happens to unused hours, etc.
 - What the are the reimbursements for tools or uniforms
 - How is an employee compensated when they serve as an election official or attend Jury Duty
 - How are leave balances converted at retirement

How is the Handbook Updated?



Dance County
Ordinance
§18.24(4)(b) requires
the County to review
the handbook on an
annual basis



From this requirement, the
County has designed a
process for that review

What does this year's process look like?

- There are three proposal sessions
- The sessions for this year are:
 - June 25
 - July 9
 - July 23
- During these sessions, we hear directly from the proposer, they explain the need for the proposal, and there are clarifying questions asked regarding the proposal.
- Comments regarding support for / opposition to proposals are direct to the engagement website
- These are opportunities for *all employees* to be able to present a revision or new section to the employee benefit handbook
- All sessions are recorded and the recordings are posted to the engagement website
- The engagement website also has all the proposals and any responses to the proposals

Discussions Continue...

- After all proposals are presented, the Department of Administration fully researches and explores their effects
- The Department of Administration holds discussions with interested stakeholders on all proposals presented
- Those discussions continue throughout the summer and early fall
- Ultimately, there is a resolution to approve changes to the handbook

What are the Committee's Priorities?

- County Ordinance grants the Personnel and Finance Committee the opportunity to provide policy guidance on potential changes to the Employee Benefit Handbook
- We see this as a conversation to get your policy guidance
 - What are the committee's ideas
 - Are there any broad topics that committee is interested in?