



**Harnett**  
**C O U N T Y**  
 NORTH CAROLINA

## BENEFIT SUMMARY

Benefits are provided for regular full-time employees working 40 hours per week.

The Benefit Summary is provided as a quick reference to the employee benefits provided at County of Harnett. Additional details can be obtained from the Human Resources & Risk Management Department. This summary should not be construed as an implied contract and the County of Harnett reserves the right to amend, suspend, modify or cancel these benefits at any time for any reason at its sole discretion.

Human Resources & Risk Management  
 P.O. Box 778  
 102 East Front Street  
 Lillington, NC 27546  
 910-893-7567

To view a list of job postings, please visit [www.harnett.org](http://www.harnett.org).

BENEFIT	WHEN ELIGIBLE	EMPLOYEES RECEIVE
<b>Vacation Leave</b>	Begin earning first month of employment Cannot be used during the probationary period (first six months)	Monthly leave based on service. All hours greater than 240 at the end of year are converted to sick leave. <b>Regular 40 Hour Week Employees earn:</b> Less than 2 years – 6.67 hours monthly 2-4 years – 8.00 hours monthly 5-9 years – 10.00 hours monthly 10-14 years – 12.00 hours monthly 15-19 years – 14.00 hours monthly 20 or more years – 16.00 hours monthly
<b>Sick Leave</b>	Begin earning first month of employment	Paid leave for illness or medical appointments for employee or dependents or for up to 3 days bereavement leave for immediate family members. Regular 40 hour employees - 8 hours monthly Sheriff 42.75 hour employees – 8.56 hours monthly EMS 24 hour shift employees – 10.64 hours monthly
<b>Petty Leave</b>	Begin first day of month following hire date	Eligible employees will receive 14 hours per year beginning January 1 of each calendar year for personal matters such as time lost reporting to work, medical appointments and absences due to adverse weather conditions. New employees leave will be prorated beginning the first day of the month following hire date.
<b>Volunteer Leave</b>	Begin earning first month of employment	All employees are eligible for up to 1.5 hours each week to volunteer at a school or non-profit. Administrative leave may also be used for parental involvement up to 4 hours per year. Subject to supervisor approval and workload requirements.
<b>Family &amp; Medical Leave</b>	Granted to eligible employees who have worked 1250 hours within the past 12 months	Eligible employees are provided up to 12 weeks of job protected leave for certain family & medical reasons, 12 weeks for qualifying exigency, and up to 26 weeks of FMLA leave to caregivers of service members. Health benefits are maintained during this period.
<b>Holidays</b>	Upon employment	New Year's Day, Martin Luther King's Birthday, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day & day after, Christmas-2 or 3 days depending on day of the week
<b>Civil Leave</b>	Upon employment	Employees receive jury duty leave with pay.
<b>Military Leave</b>	Upon employment	Employees receive 96 work hours per year for military training with pay.
<b>Shared Leave</b>	After six months	Eligible employees experiencing medical hardship with zero leave balance may apply to be recipients of shared leave pool.
<b>Employee Sick Clinic</b>	Upon employment	County sick clinic may be utilized by the employee and their dependents for episodic care visits, at no cost. Appointments must be scheduled.

BENEFIT	WHEN ELIGIBLE	EMPLOYEES RECEIVE	WHO PAYS	
<b>Health</b>	Coverage is effective the first day of the month following a 30 day waiting period from date of hire	Coverage plan is a PPO administered by Blue Cross and Blue Shield of NC. Co-pays and deductibles apply.	The County pays for employees.	Employees pay for dependent coverage. <u>Dependent Cost</u> Employee + 1 - \$232.53 Employee & Family - \$497.98
<b>Dental</b>	Coverage is effective the first day of the month following a 30 day waiting period from date of hire	Preventative, basic, and major services for employees and dependents provided through Delta Dental.	Employees pay the full cost of dental coverage.	<b>Employee Cost</b> Employee Only - \$30.87 Employee +1 - \$60.79 Employee +2 or more- \$115.58
<b>Vision</b>	Coverage is effective the first day of the month following a 30 day waiting period from date of hire	Eye exam, frames, lens, contacts are provided through Blue 20/20 (Blue Cross Blue Shield).	Employees pay the full cost of Vision coverage.	Employee Cost: Employee Only - \$8.68 Employee/Spouse - \$16.49 Employee/Child(ren) - \$17.36 Employee/Family - \$25.52
<b>Post-retirement Health</b>	For retirees with at least 15 years service	Health coverage up to age 65	The County pays a pro-rated amount based on years of service.	
<b>Deferred Compensation</b>	Upon Employment	Employees are eligible to participate in the Supplemental Retirement Income Plan of NC 401(k) Plan or the 457 Deferred Compensation Plan both administered by Prudential.	The County contributes 5% of salary for Sworn LEO to the 401(k). Employees may voluntarily contribute to the 401(k) and 457 plans. The County will match up to 2% of employee contribution to the 401(k) plan	
<b>Life Insurance</b>	Coverage is effective the first day of the month following a 30 day waiting period from date of hire for employees working a minimum of 30 hours weekly.	Basic life equal to one times annual salary and AD&D coverage equal to one times annual salary Optional supplemental life (\$10,000 to \$500,0000), AD&D, & Dependent Life Provided through Reliance)	The County pays for employee basic and AD&D coverage. The employee pays for optional coverages provided by Reliance.	
<b>Flexible Spending Accounts</b>	Coverage is effective during Open Enrollment (June of each year) to be effective July 1 <sup>st</sup> .	Pre-tax premium payments for health, dental, and some voluntary insurance. Spending accounts are available for medical and dental expenses, and dependent care expenses (adult/child care).	Employees may voluntarily enroll in the spending accounts. Employee pays maintenance fee \$4.25 per month. Employees must re-enroll every year during open enrollment.	
<b>Local Government Federal Credit Union</b>	Upon employment	Membership is open to employees and his or her family members. Checking and savings accounts, ATM cards, personal, auto & home loans available.		
<b>Additional Insurances</b>	Coverage is effective the first day of the month following a 30 day waiting period from date of hire for employees working a minimum of 30 hours weekly.	Employees may elect to enroll in voluntary accident, cancer, critical care and hospital made available during open enrollment and upon first hire provided by USABLE. Employees may also elect to enroll in Short Term Disability provided by Reliance.		

Open enrollment is generally held in May-June of each year with an effective date of July 1<sup>st</sup>. Mid-year changes to plans may only be made due to a family status change event. Please see the Human Resources & Risk Management Department for more information.