

17.00.090 SALARY AND BENEFITS (CALEA 22.1.1)

The City of Bellevue and the Department will provide its paid employees with a salary or wage and compensation package. Additional benefits are available to employees depending on assignment and affiliation with a bargaining unit.

The following information will provide the employee with a basic understanding of the benefits provided to them by the Department and the City of Bellevue. Detailed information is available upon request through the City's Human Resources Department.

❖ Salary

Each Department employee will be provided with a copy of the most current bargaining unit contract, if any, that affects them. Salary levels for all ranks or job classifications including entry level salaries, salary differentials, and salary levels for those personnel with special skills will be covered in the relevant bargaining unit contract. For employees who are not members of a bargaining unit, salary and benefit information is on file with the City Human Resources Department.

Salary augmentation plans (premium pay) and merit pay are covered by the current bargaining unit agreements or City Human Resources Department policies for employees who are not members of a bargaining unit.

Compensatory time, overtime, call-back time, and standby duty policies are covered by the current bargaining unit agreements or City Human Resources Department policies for employees who are not members of a bargaining unit.

❖ Benefits

Employment benefits offered to Department employees by the City of Bellevue are the product of bargaining and cooperation between employees, the City of Bellevue, the Bellevue Police Department, and the current bargaining units. Benefits are based on the study of prevailing benefits as offered by comparable agencies and agencies in the general area surrounding Bellevue. In addition to salary, the City offers additional benefits including, medical/dental insurance, life insurance, membership in a benefit trust (401K). A complete list of benefits is available through the City's Human Resources Department.

Health Insurance (CALEA 22.2.2b)

Changes to the health programs offered by the City may occur annually. The agreed upon duration of basic health benefits such as medical, dental, vision coverage and costs will be found in either the current contract for each bargaining unit, or can be obtained from the City HR Department. Copies of an employee's health benefits will be provided to each employee by the City HR Department when they are hired.

Liability Protection Program (CALEA 22.2.2d)

In accordance with current labor agreements, the City shall provide liability insurance protection for employees, covering potential liability actions resulting from an employee's performance of duty. The City of Bellevue shall pay 100 percent of the premiums. The provisions for this coverage and the premium payment plan are found in the current labor agreements that are maintained by the Human Resources Department and the Chief's Executive Assistant. The city's Risk Manager maintains the policy.

Death and Disability (CALEA 22.2.2c)

Death and disability benefits are provided under the provisions of state retirement laws, the City HR Policies, and a voluntary term insurance program offered through the City HR Department.

The death and disability benefits are provided by the State of Washington. Retirement programs are described in brochures maintained by the City Human Resources Department. A monetary benefit will be paid to LEOFF and PERS employee's designated beneficiary upon death. In the case of a commissioned LEOFF-covered employee, an additional benefit tied to death as a result of an injury sustained in the course of employment is available.

The City currently provides employees with term life insurance and accidental death and dismemberment insurance at no cost to the employee. There is also a Long Term disability Benefit and a Survivor's Income replacement benefit available to employees and/or beneficiaries. A complete description of the program is available from the City Human Resources Department.

The City provides additional coverage, on a voluntary basis, of term life insurance for employees and family members. The premiums for the selected coverage are to be paid by the employee and will be on a payroll deduction basis. For complete details of this program, refer to the City Human Resources Department.

General Health and Physical Fitness (CALEA 22.3.2)

The functions of a law enforcement officer can frequently require a level of fitness not demanded by many other occupations. The Department encourages its officers to voluntarily maintain a satisfactory level of general health and physical fitness so that work can be performed efficiently, safely and with a minimum of sick leave losses.

As an incentive, officers are permitted 1.5 hours of on duty time twice weekly during their 40-hour workweek, to maintain physical fitness.

Ability to use this on-duty time is at the discretion of the officer's supervisor and dependent upon current workloads.

The Department considers maintaining a suitable level of physical fitness to be the responsibility of each officer.

The Department believes that regular physical exams are a benefit to the officer as well as to the Department. The Department encourages each officer to obtain regular physical exams on his/her own, as the officer feels is necessary or as indicated by the officer's personal physician.

The Department may, on an as needed basis, make such an exam compulsory. Examples that may require a compulsory physical/psychological exam include but are not limited to physical inability to perform basic job functions, abnormally high use of sick time, or perceived emotional problems associated with a decreased work performance (post-critical incident trauma). In such cases, a physical and/or psychological exam will be conducted by a Department-selected physician/psychologist to determine fitness for duty. There will be no cost to the employee for compulsory exams ordered by the Department.

Education Benefits (CALEA 22.2.2)

The City of Bellevue provides a tuition reimbursement program to its employees. The specific elements of the program are contained in the separate collective bargaining agreements for represented employees. Non-represented employees are covered under Chapter 10 of the Human Resource City policy regarding tuition reimbursement. Classes must be attended on off-duty time unless specifically authorized by the Chief of Police.

Continuing Education

When possible, shift preference may be given to employees to allow for academic study. However, such preferential changes must be approved by the employee's immediate supervisor and the Commander

under which the employee is assigned. The employee must be registered and attend classes. Dropping-out may result in forfeiture of such preference.

In-Service Training

The Department also provides for employees to attend job-related courses and training sessions. The costs, tuition, and actual expenses for the Department-required, and certain Department-approved, training shall be paid by the Department. Whenever possible, this training will be conducted as part of the employee's regular work hours.

Contracting for Law Enforcement Services (CALEA 3.1.2)

The employment rights of employees selected or assigned to work under contract for another law enforcement agency (Basic Law Enforcement Academy, for example) will not be abridged by the City of Bellevue or by the contracting agency. Employment rights include, but are not limited to, those rights afforded by bargaining unit contract, civil service rights, and Federal and State law.

Retirement Plans (CALEA 22.2.2)

All sworn officers of the Department are enrolled in one of the LEOFF state retirement plans and may also enroll in the City's Municipal Employee's Benefits Trust (MEBT) retirement plan (401K). Enrollment in MEBT is in-lieu of payment to Social Security. If an employee elects not to participate in MEBT, the city does not contribute to Social Security.

LEOFF I members must be employed as a law enforcement officer on a full time basis and began working in such capacity before October 1, 1977.

LEOFF II members must have been hired on or after October 1, 1977.

Full-time employees and employees designated as .5 FTE's or greater may also enroll in the City's Municipal Employee's Benefits Trust (MEBT) retirement plan (401K).

Civilian employees are enrolled in one of the state's Public Employee's Retirement System (PERS) retirement plans and may also enroll in the City's MEBT.

To be eligible for PERS I retirement, members are normally required to work at least 70 hours of compensated service per month during five months each year.

To be eligible for PERS II retirement, members must have been hired on or after October 1, 1977. A member must work at least 70 hours of compensated service per month for five or more months during a 12-month period.

PERS members, full time or .5 FTE's or greater may also enroll in the City's MEBT.

Employees may select, on a voluntary basis, to participate in a deferred compensation for the Public Employee's Retirement Plan. Enrollment in MEBT is in-lieu of payment to Social Security. If an employee elects not to participate in MEBT, the city does not contribute to Social Security.

The City Human Resources Department provides to each employee, upon initiation of employment, information that describes the benefits of and eligibility requirements for each retirement plan, MEBT as well as information describing the City's deferred compensation plans.

More specific information is available during normal business hours to any employee through the City HR Department.