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for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: November 10, 2026

Item Details

Presenter(s): Karmen McGee, Director

Department(s): Human Resources

Requested Motion

A) Motion to approve the proposed amendments to Article VI, Section 3 of the Town of Apex Personnel Policies, Retiree Health Insurance, as presented, establishing a one-year rehire eligibility period for recognizing prior Town service toward retiree health insurance benefits.

B) Motion to approve the proposed amendments to Article VII, Section 7 of the Town of Apex Personnel Policies, Vacation Leave Accrual Rate, as presented, establishing a one-year rehire eligibility period for recognizing prior Town service when determining vacation leave accrual rates.

Approval Recommended?

Yes

Item Details

The Human Resources Department, supported by the Town Manager's Office, are proposing amendments to the Town of Apex Personnel Policies to establish consistent guidelines for recognizing prior Town service when former employees are rehired. The proposed amendments address two areas: retiree health insurance eligibility (Article VI, Section 3) and vacation leave accrual rates (Article VII, Section 7). These revisions are intended to provide greater clarity and consistency in the administration of employee benefits, establish uniform expectations for returning employees, and support equitable application of the Town's personnel policies.

Under the proposed amendments, employees who separate from Town employment and are rehired within one (1) year may receive credit for their prior Town service. For retiree health insurance eligibility, employees originally hired before July 1, 2020 must return to a benefits-eligible position within one year of separation to retain eligibility for the benefit, subject to the policy's existing retirement requirements. This reduces the current rehire eligibility window from two years to one year. For vacation leave accruals, the amendment establishes that returning employees may receive credit for previous Town service when rehired within one year, allowing their accrual rates to reflect their cumulative service. Employees rehired

after more than one year will be treated as new hires for purposes of both benefits. Collectively, these changes align the rehire provisions across both policies while preserving the existing benefit structures and eligibility requirements.

Attachments

- CN4-A1: Proposed Amendment to Article VI, Section 3 – Retiree Health Insurance
- CN4-A2: Proposed Amendment to Article VII, Section 7 – Vacation Leave Accrual