

Title: Health, Dental, and Other Health-Related Insurance Chapter: Personnel Approved By: Library Board of Trustees 10/25/2018	Document Type: Policy Document Number: 15.38 Original Effective Date: Date of Last Revision: 11/6/2018
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Health, Dental, and Other Health-Related Insurance

- a) The Library, via the City of Sheboygan, shall provide for all eligible employees the current group health, dental, and all other health related benefits. Changes to the City of Sheboygan employee health-related benefits are approved by the Mead Public Library Board of Trustees.
- b) Eligibility
 - i. Full-time employees are eligible to receive health insurance benefits following one complete calendar month of employment. Part-time employees whose full-time equivalency is at least 0.5 are eligible to participate in the health insurance benefit at 50% of the total cost.
 - ii. A full-time employee who chooses to drop or waive participation in the City of Sheboygan health insurance plan shall receive a \$1,200 per year payment, prorated on a monthly basis. The per year payment is subject to change from year-to-year as decided by the Sheboygan Common Council. The change in the amount that is paid out to Mead Public Library employees would be subject to Library Board Approval.
 - iii. Full-time and part-time employees are eligible to receive dental insurance benefits following one complete calendar month of employment.
 - ~~iv.~~ Full-time and part-time employees may opt to participate in all other health related programs/plans/benefits the City of Sheboygan has to offer at their own expense through payroll deduction, if they meet the eligibility requirements established by the providers.
- c) Employees shall pay through payroll deduction a percentage of the premiums for health and dental insurance as determined by the City of Sheboygan Common Council, and approved by the Mead Public Library Board of Trustees.
- d) Health and dental insurance plan coverage continues as long as the eligible employee continues in the employment of the Library.

The Library's obligation to provide insurance benefits to eligible employees ceases when the employee is laid off, is discharged, ~~or~~ quits, or retires except that health and dental insurance benefits shall continue pursuant to Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) requirements, the Family and Medical Leave Act of 1993, and successor legislation as applicable.

Coverage for eligible employees who initiate an employer-approved unpaid leave of absence (other than FMLA) for a period projected to be in excess of 30 consecutive calendar days may be interrupted for the period of the leave. Employees should confirm their eligibility for resumption of coverage prior to requesting and taking such leave. Employees on a leave of absence may be eligible for COBRA coverage during the leave of absence.