

Hawkeye Area Community Action Program, Inc.	Policy # 307
	Page 1 of 1
Insurance and Retirement Benefits	Effective: September 24, 1999
	Revised: May 25, 2023
APPROVED BY: HACAP Board of Directors	

Policy Statement

In addition to mandated insurance – Workers Compensation, Unemployment Compensation, and (FICA), health, disability income, life insurance, and a retirement program are part of the fringe benefit package offered employees by HACAP in accordance with Article XV and Article XVI of the Collective Bargaining Agreement.

Employees eligibility for insurance and the amount of money the agency will pay towards individual employee insurance will be determined annually and will be stated in the Personnel Wage and Benefits package in accordance with Article XV of the Collective Bargaining Agreement.

See the specific Plan document for all insurance related questions including eligibility. Such information can be found in the Human Resources Department.

Insurance

HACAP will provide a short term disability insurance policy for all employees who have completed at least one year of service, have worked at least 1,250 hours during the 12 month period immediately preceding the commencement of the leave, and have been in a benefits eligible position for the preceding 12 months.. The disability pay will be at the rate of 60% of the employee's scheduled work hours. Benefits will be paid up to 25 weeks in accordance with the terms and conditions of the insurance carrier.

Employees may participate in the HACAP health plan for major medical, dental, prescription card, and group life at a cost sharing ratio as approved by HACAP's Board of Directors.

The employer shall offer a comprehensive major medical insurance plan with a dental and prescription drug benefit.

The employer shall provide the employee a term life insurance policy valued at \$25,000 at no cost to the employee.

The employer shall provide the employee an accidental death and dismemberment insurance policy valued at \$25,000 at no cost to the employee.

Retirement

Employees may participate in Iowa Public Employees Retirement Security (IPERS) or an employer provided variable annuity with employer/employee contribution rate established by the State of Iowa. Employees may elect to contribute less than the state established rate to the variable annuity only, with the employer contribution being prorated. Employees may exceed the state established rate, within Internal Revenue Service limits, by making excess contributions to the variable annuity only. There is no employer match on excess contributions.

Process Manager

This policy was written by the Human Resource Department for use by all HACAP operations. Questions regarding this policy should be directed to the Human Resources Department at 319-393-7811.