

JAMES CITY COUNTY FULL-TIME BENEFITS



INTEGRITY

COLLABORATION

EXCELLENCE

STEWARDSHIP



We work in partnership with all citizens to achieve a quality community.

JAMES CITY COUNTY BENEFITS

In addition to benefits required by law, such as Social Security and Workers' Compensation, James City County employees in full-time regular, limited-term, and certain other positions enjoy an excellent benefits package. Here are the highlights:

HEALTH AND DENTAL CARE COVERAGE

The County pays a portion of the health and dental program. Employees can elect a Consumer Driven Health Plan (CDHP) with a Health Savings Account (HSA) or a Traditional Health Maintenance Plan (HMO). Three dental options are provided through Delta Dental.

HEALTH SAVINGS ACCOUNT

A Health Savings Account (HSA) allows employees to set aside pre-tax dollars for medical and prescription expenses. HSAs can assist with retirement as funds roll over year after year. The County makes a contribution towards the employees HSA account. The amount of the County contribution is determined each budget year.

PREMIUM CONVERSION

Employees who participate in the County Health Insurance program may pay their portion of the JCC health insurance premium before taxes are deducted. This results in paying less tax and leaving more dollars in the paycheck.

RETIREMENT BENEFITS

Retirement benefits are administered through the Virginia Retirement System (VRS). Employees contribute 5% towards their retirement. VRS offers 3 retirement plans based on hire date and previous participation. For detailed information regarding retirement, visit www.varetire.org.

LIFE INSURANCE

Employees participate in a group life and accidental death and dismemberment insurance program through VRS. The County pays the entire cost for employees. Benefits include: natural death payment of twice the annual salary, double indemnity for accidental death and dismemberment payments.

OPTIONAL LIFE INSURANCE

Employees pay the entire cost of this benefit based on their age and salary. Employees may select coverage for 1, 2, 3, or 4 times their annual salary. Spouses and dependent coverage is available also.

LONG TERM CARE INSURANCE

Employees can purchase coverage for home care, assisted living or nursing home care. Available to employees and their family members through Genworth Insurance Company. The plan offers three levels of coverage and rates are guaranteed through March, 2020.

FUNERAL LEAVE

Employees may use Funeral Leave for up to 3 days (equivalent to 24 hours) for the death of an immediate family member.

SCHOOL AND VOLUNTEER LEAVE

Employees may use up to 8 hours paid leave per fiscal year to meet with their child's teacher, to attend a school function in which their child participates or to volunteer at a school and 8 hours paid leave per fiscal year to volunteer for a charity of their choice.

CIVIL LEAVE

Employees receive paid time off while serving on a jury, or attending court as a witness under subpoena. Employees may keep the check paid by the courts and take paid time off or endorse the check over to the County for that day.

MILITARY LEAVE

Employees who are members of a covered military, security or recovery organization are provided paid time off up to 15 days per federal fiscal year (September - August)

HOLIDAYS

The County observes eleven paid holidays per year:

- Independence Day
 - Labor Day
 - Veteran's Day
 - Thanksgiving Day
 - Day after Thanksgiving
 - Christmas Eve
 - Christmas Holiday
 - New Year's Day
 - Martin Luther King Day
 - President's Day
 - Memorial Day
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DEFERRED COMPENSATION (VRS PLAN 1 OR 2)

Employees can enroll in a plan to defer a portion of their salary for retirement purposes through ICMA Retirement Corporation. This allows employees to save for retirement using pre-tax dollars. The County will match the first \$15 per pay period contributed on a basis of 50¢ to the dollar.

FLEXIBLE SPENDING/LIMITED FLEXIBLE SPENDING ACCOUNTS

Employees may participate in this program which allows them to pay for covered medical, dental, and vision expenses with tax free dollars.

PAID TIME OFF (VRS HYBRID PLAN ONLY)

Provides paid absences for any purpose including illness or vacation. Accrues each pay period and can carry up to one year maximum leave accrual.

ANNUAL LEAVE (VRS PLAN 1 AND PLAN 2 ONLY)

Employees earn the equivalent of one day of vacation per month, or twelve days per year. After five years of County service, the rate increases by 50 percent. After fifteen years of service, the rate increases by an additional 33-1/3 percent.

SICK LEAVE (VRS PLAN 1 AND PLAN 2 ONLY)

Employees earn the equivalent of one day of sick leave per month, or twelve days per year. Up to 12 days of sick leave may be used to care for an immediate family member who is ill and requires the employee's attendance.

SICK LEAVE BANK (VRS PLAN 1 AND PLAN 2 ONLY)

Employees may participate in the Sick Leave Bank, a "pool" of accrued sick leave days for use by member employees who are unable to work because of an extended personal illness or disability. Employees contribute a day of sick leave to the "pool." Employees then are eligible to receive their full pay for up to six weeks if they have been sick or disabled for six weeks or more and have exhausted their own leave. New employees can join within 30 days after their introductory period ends or during subsequent open enrollment periods.

SHORT TERM DISABILITY (VRS HYBRID PLAN ONLY)

Provides paid absences after one year for illness or injury, including Worker's Compensation meeting the criteria set forth in the Code of Virginia. Pays 60% of earnings for 26 weeks.

LONG TERM DISABILITY (VRS HYBRID PLAN ONLY)

Provides paid absences after one year and 26 weeks for illness or injury including Worker's Compensation meeting the criteria set forth in the Code of Virginia. Pays 60% of earning after 26 weeks.

EMPLOYEE ASSISTANCE PROGRAM

This program offers up to 5 free confidential counseling per event for a variety of needs to employees and their dependents.

TUITION ASSISTANCE

Employees are eligible for payment of tuition costs up to the maximum dollar amount each year.

PUBLIC SERVICE LOAN FORGIVENESS (FEDERAL DIRECT LOAN)

James City County qualifies as a “public service organization” to help you qualify for this trial student loan forgiveness program. For more information go to StudentAid.gov/publicservice

EMPLOYEE HOMEOWNERSHIP PROGRAM

Employees can purchase a primary residence in James City County or the City of Williamsburg. Savings are matched on a dollar for dollar basis up to a maximum of \$3,000.

DIRECT DEPOSIT

- Pay checks are automatically deposited into employees’ checking or savings accounts on the 14th and 28th of each month.
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SERVICE AWARDS

Employees receive certificates and awards for continued service beginning at five years and continuing at five-year intervals.

WORKING TOWARDS WELLNESS PROGRAM

Provides County employees with the information and resources needed to achieve and maintain a healthy and fit lifestyle.

Discounted rates are also available for immediate family for Recreation Center Access. Contact Human Resources for more details.



The Human Resource Department will be glad to answer any questions.
Call 757-253-6680.

James City County's benefit package is approved by the Board of Supervisors and may be subject to change. 05/2019