

BENEFITS FOR REGULAR PART-TIME EMPLOYEES OF ERIE COUNTY

Below is a summary of benefits for Regular Part-Time Employees of Erie County. These rules generally apply to all regular part-time employees, however, in limited instances collective bargaining agreements may contain unique language regarding a particular benefit. In such instances, the bargaining language should be followed.

A regular part-time employee (RPT) is defined as one who is regularly scheduled throughout the year for at least twenty (20) but fewer than forty (40) hours of work per week.

Vacation Time:

Regular part-time employees receive 50% of the vacation accrual of full-time employees.

Sick Time:

Regular part-time employees receive 50% of the sick time accrual of full-time employees.

Personal Time:

Regular part-time employees receive 50% of the personal time provided to full-time employees.

Lunch/Meal Break:

Regular part-time employees receive a one-half (1/2) hour lunch/meal break. If the employee works in a department which provides paid lunch/meal breaks to its staff, then the one-half (1/2) hour break is paid. If the employee works in a department that does not provide paid lunch/meal breaks, then the break is unpaid.

Bereavement Leave:

After a death in the family that is covered by the bereavement leave policy, regular part-time employees receive bereavement time for any work shift for which they would have been scheduled to work during the maximum number of consecutive calendar days following the death for which an employee may receive bereavement leave. The maximum number of days is generally five (5); however, some bargaining agreements may have slightly different provisions that must be followed.

Holiday Pay:

Regular part-time employees receive four (4) hours of pay for holidays. If they work on a holiday, they receive one and one half (1 ½) times their regular pay for that work shift.

Summer Hours:

Regular Part-Time employees are covered by summer hours from the period July 1st to the second Monday in September. Regular part-time employees receive 15 minutes of summer hour time, which permits them to leave work 15 minutes early during the period July 1st to the second Monday in September. For those employees whose work operations preclude them from following daily summer hours, one and one half (1 ½) days of compensatory time may accrue. Regular part-time employees who are Management/Confidential and thus not covered by collective bargaining agreements are ineligible for summer hours.

Health Insurance:

Regular Part-Time employees receive fully-paid health insurance for individual coverage. Most of the County's collective bargaining agreements also provide for fully paid health insurance for family coverage, as well. The New York State Nurses Association (NYSNA) collective bargaining unit is an exception to this rule. Its regular part-time members receive single coverage paid in full but must purchase family coverage at their own expense.

Pension:

Regular part-time employees are eligible to participate in the New York State Retirement Plan. Employees receive credit for actual hours worked.

Leaves of Absence:

Civil service law and collective bargaining agreements provide for leaves of absence under certain circumstances (e.g. leave for educational purposes). To the extent provided for by law and/or by bargaining agreement, regular part-time employees are eligible for the same leaves of absence as full-time employees and the leaves are not pro-rated for part-time service.