



TriCo Regional Sewer Utility

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JOINT PERSONNEL & BENEFITS COMMITTEE AND BOARD OF TRUSTEES MEETING

Wednesday, August 24, 2022 @ 7:30 A.M.
7236 Mayflower Park Drive, Zionsville, IN 46077

AGENDA

1. Public Comment
2. Safety Report
3. Military Leave

Next Scheduled Meeting: September 28, 2022 @ 7:30 A.M.



MEMORANDUM

To: P&B Committee
From: Maggie Crediford
Date: 8/17/22
Subject: Safety Update

No injuries reported this month, and we are at 196 days without a loss time accident.

SafetyPlus resources conducted a four-hour in person training session for the field staff. Topics covered in the training were confined space entry, lockout tagout protocol, caught crush hazards, proactive chemical management and labeling, and the importance of maintaining SDS (Safety Data Sheets) per OSHA requirements.



MEMORANDUM

To: P&B Committee / Joint Board Meeting

From: Maggie Crediford

Date: August 17, 2022

Subject: Military Leave

Tristen Gardner asked the Board to consider adding additional benefits to TriCo's Military Leave Policy. Mr. Gardner's suggestions were to add 20 additional days off for Military requirements or subsidizing the difference between military and civilian pay for work absences longer than thirty days. After a discussion at the Board, the matter was sent to the Personnel and Benefits Committee for discussion.

As requested, staff has researched military leave policies from the surrounding communities. For discussion purposes, a draft Military Pay Differential Policy is attached.

Westfield: 120 hours (would be 16 days at 7.5 hours) of paid military leave in a calendar year. For the 120 hours the City will compensate the employee for the difference between his or her salary and or hourly wages paid by the by the City and the salary paid by the military if any. This means that if military pay is less than civilian pay, the City will make up the difference for 120 hours of the employee's military leave. If military pay is in excess of civilian pay, no payment from the City will be made. In no case will any employee receive full pay from both the military and the City for the same work period. Pay beyond 120 hours of active duty will not be compensated by the City. Unused leave will not carry over into the following year.

Noblesville: Employees are entitled to their civilian pay and military pay for up to 15 days per year. Thereafter, the employee may determine how and when they wish to be paid for their balance of compensatory time, vacation, and/or floating holiday hours.

Carmel: 15 consecutive or nonconsecutive eight-hour military leave days annually, unpaid leave of absence for the term of the deployment. 100% employer health insurance coverage for employee and dependents. Discretion of the City to pay the difference between active duty pay and the employee's civilian salary based off the gross pay.

Greenwood: Military leave is provided pursuant to state and federal laws. Including but not limited to the Indiana Military Leave Act.

Draft Policy for Discussion

IV. Leave of Absence

E. Military Leave

TriCo will comply with all applicable laws regarding military leaves of absence.

In addition, TriCo will provide up to 60 days of military pay differential per calendar year to an employee when they are performing active duty for more than 30 days.

Military Pay Differential

Military pay is comprised of Base Pay, BAH, BAS, and other special allowances, including Family Separation Allowance, Hardship Duty Pay, and Hostile Fire/Imminent Danger Pay.

Military pay (Base pay plus BAH and BAS) should be included when calculating military pay differential. The combination of differential and military pay may not exceed the employee's actual TriCo gross pay.

To claim differential pay, the employee must submit a copy of their LES (pay stub), along with a copy of their orders to Human Resources.