

## ARTICLE XII

### BENEFITS

#### Section A – Leave

County shall provide the following benefits to members of the Bargaining Unit to the extent that the same benefits are provided to the other regular employees of Webb County.

1. Annual Leave
2. Funeral Leave
3. Citizenship Leave
4. Military Leave
5. And other county leave policies not specifically amended by this Agreement

Requests for Annual, Compensatory, and Holiday time utilization will be answered within five (5) business days of receipt by the immediate supervisor.

Specific information regarding the above leave categories may be found by consulting the Webb County Civil Service Policies Manual, as amended.

#### Section B – Sick Leave Buy-Back

Upon the following conditions, the County will buy back sick leave from the Association members:

1. Forms to request the sick leave buy-back will be available at the office of the Webb County Auditor.
2. Sick leave buy-back will occur only in November of each year.
3. A complete and signed Sick Leave Buy-Back Form must be received by the Office of the Webb County Auditor no sooner than November 1 and no later than November 30 of the year in which a buy-back is requested.
4. The member will receive the equivalent of eight hours of regular pay for each day of sick leave that the County buys back.
5. The County will only buy back sick leave in one block of twelve (12) days.
6. The sick leave buy-back will be available only to members who will still have a balance of thirty (30) days of sick-leave after the buy-back is complete calculated as of that October 31.
7. Sick leave buy-back is subject to verification that the foregoing conditions (1 – 6 above) have been met. The form for requesting sick leave buy-back will not change during the term of this agreement, subject to verification of the information by the Time Clock Plus (or similar system used in its place), and the form shall be referenced in Appendix C of this agreement.

Payment for sick leave buy-back will be paid in the last November or first December pay period of the same year of the request. The County will have the ability to verify the accuracy of sick leave paid out. If it is determined that the member was over-paid, the County will have the

ability to recover the amount of the over-payment by deducting, from the employee's payroll, equal amounts of the over-payment divided by 13 equal installments. In the event that the member disputes the findings of the County, he/she will have the ability to appeal the finding, within one pay period after he/she is made aware of the auditor's findings, to the Commissioners Court prior to any deduction being taken from the employee's check. The appeal will be made in writing to the Office of the County Judge, who will take the matter before the Commissioners Court meeting as soon as practical. The decision of the Commissioner's Court shall be final and binding.

### **Section C – Sick Leave Sell-Back at Retirement**

Members who plan to retire from service in accordance with the provisions of the Texas County and District Retirement System may sell back to the County up to thirty (30) days of unused sick leave upon the following conditions:

1. The member will receive the equivalent of eight hours of regular pay for each day of sick leave that is sold back to the County.
2. Forms to request the sell-back will be available at the Office of the Webb County Auditor.
3. A completed and signed form must be submitted to the County prior to the member's retirement date.
4. Payment will be made to the member following the actual date of retirement.
5. Sick leave sell-back is subject to verification that the foregoing conditions (1-4 above) have been met.

### **Section D – Health Insurance/Life Insurance**

County agrees to provide health and life insurance under County's Group insurance Plan for all members of the Bargaining Unit who qualify for same under the same terms and conditions as applicable for all County employees generally. Additional insurance benefits which are made available to County employees at large shall also be made available to members of the bargaining unit. Employees should consult applicable sections of Webb county Civil Service Policies Manual, as amended, or contact the Webb County Administrative Services Department for further information in this regard.

### **Section E – Retirement System**

Webb County is a member of the Texas County and District Retirement System ("TCDRS"). As such, all County employees, including members of the bargaining unit, are enrolled in that retirement system. Employees should consult with the TCDRS or the Webb county Treasurer's Office for further information.

In addition to payout of all accrued compensatory time, officers, who are by County Policy and by TCDRS rules, are *eligible to retire, and do actually retire* from service shall receive the following compensation for accrued Annual Leave:

Up to 240 hours for accrued Annual Leave