

SUMMARY OF BENEFITS FOR JULY 1, 2026 TO JUNE 30, 2027

These benefits are made available to all full-time, non-temporary employees.

Paid Time Off—Effective January 1, 2023, Paid Time Off (PTO) is accrued beginning with the first pay period in the month following the employee's hire date. PTO is calculated by hours on a per pay (24 pays per year) basis. The calculation below reflects the increased hours earned per an individual employee's months of service.

<u>Length of Service</u>	<u>Hours Per Pay Period</u>	<u>Days Per Year</u>
0-12 Months	5.94	19
13-36 Months	7.19	23
37-72 Months	8.75	28
73-96 Months	10.00	32
97 Months and over	11.56	37

- **Reserved Sick Leave**— Upon reaching the end of the employee's first year, and every year thereafter, any accrued and unused PTO in excess of 10 days will be transferred to the employee's Reserved Sick Leave until the maximum balance in RSL reaches 10 days or 75 hours, then excess PTO time is forfeited.
- **Holidays**—WCSI recognizes eleven (11) days as agency paid holidays: New Years, Martin Luther King Day, Good Friday, Memorial Day, Fourth of July, Labor Day, Thanksgiving, Day after Thanksgiving, Christmas Eve, and Christmas Day and a Floating Holiday for those hired by January 1st of each year.
- **Bereavement Leave**— WCSI provides all full-time regular employees with paid time off to attend the funeral of close relatives and handle matters associated with the death of a close relative.
- **Jury Duty**— An employee serving on jury duty is excused with pay for time lost providing he or she turns in written verification from the Jury Commissioner's Office.
- **Pension Plan**—Elective deferrals can begin with your first pay. You can contribute to the plan on a pre-tax or after-tax basis. Pre-tax contributions are made to the Plan out of your compensation before taxes. Your contributions are only taxed as compensation once you receive a distribution from the Plan. After-tax elective deferrals are known as Roth contributions. Roth contributions are made by you on an after-tax basis. Employer match will begin the month following your one (1) year anniversary after reaching 1,000 hours of service. Current employer match is up to 8% of the employee's contribution between pre-tax and post-tax deferral.

HEALTH INSURANCE BENEFITS ARE AVAILABLE TO THE EMPLOYEE AND THEIR DEPENDENTS ON THE FIRST DAY OF THE MONTH THAT THE 60TH DAY OF EMPLOYMENT OCCURS.

- **Health Insurance Coverage**—Coverage currently provided through UPMC is offered to employees, their spouse and dependent children. Employees contribute to premiums on a semi-monthly basis. Coverage types are Employee, Employee/Spouse, Employee/Child(ren) and Family.

THE FOLLOWING INSURANCE BENEFITS ARE AVAILABLE TO THE EMPLOYEE ON THE FIRST DAY OF THE MONTH AFTER 90 DAYS OF EMPLOYMENT.

- **Short-Term Disability Insurance**— WCSI pays for the cost of short-term disability insurance for all full-time, non-temporary employees. On the first of the month after successful completion of 90 days of employment, WCSI will pay for 66 2/3% of your weekly salary coverage election. Coverage is currently provided through Mutual of Omaha Insurance Company.

- **Long-Term Disability Insurance**—WCSI pays for the cost of long-term disability insurance for all full-time, non-temporary employees. Coverage is currently provided through Mutual of Omaha Insurance Company.
- **Life Insurance**—WCSI provides each full-time, non-temporary employee with a Life AD&D Policy with a face value of 1.5 times your annual salary rounded to the next higher multiple of \$1,000 if not already an exact multiple thereof. Coverage is currently provided by Mutual of Omaha Insurance Company.

THE FOLLOWING BENEFIT IS AVAILABLE TO THE EMPLOYEE ONE (1) YEAR AFTER THE HIRE DATE.

- **Buy Back**—If the employee waives health insurance coverage, WCSI will pay a “Buy-Back” of \$175 per month. Verification of coverage under another plan must be provided.

VOLUNTARY / SUPPLEMENTAL BENEFITS FOR FULL-TIME NON-TEMPORARY EMPLOYEES

(Funded through employee contributions, available to the employee and their dependents on the first day of the month after employment begins)

- **Dental Insurance**—Dental Insurance is offered through UPMC to all employees and their dependents. Brochures are available through the Human Resources Department.
- **Vision Insurance**—Vision Insurance is offered through UPMC to all employees and their dependents. Brochures are available through the Human Resources Department.
- **Cancer Plans**—Offered through American Family Life Assurance Co., (AFLAC). Brochures are available through the Human Resources Department.
- **Group Accident Plan**—Offered through Boston Mutual, a supplemental accident policy that pays cash benefits for certain events related to covered accidents (for example, physician treatment, ambulance transportation, follow-up treatments, blood/plasma.) Brochures are available through the Human Resources Department.
- **Hospital Indemnity Plan**—Offered through America Family Life Insurance Co., (AFLAC). A supplemental Hospital plan that will pay for physician visits, major diagnostic exams, surgical and much more. Refer to AFLAC brochure for complete details.
- **Hospital Plan -** Offered through Globe Life. A supplemental Hospital plan that will pay for physician visits, major diagnostic exams, surgical and much more. Refer to the Globe Life brochure for complete details
- **Critical Illness**—Offered through Boston Mutual. Brochures are available through the Human Resources Department. Refer to Boston Mutual brochure for complete details.
- **Standard Optional Life and AD&D**—A voluntary Term Life and Accidental Death and Dismemberment insurance plan, offered by Mutual of Omaha., that allows you to purchase additional amounts of life insurance and AD&D coverage through payroll deduction.
- **Whole Life Insurance**—A voluntary whole life insurance plan offered by Boston Mutual Insurance Co. Premiums based on age and coverage selected.
- **Nationwide Pet Insurance**—Pet protection plan for dogs, cats, and other exotic animals.

FY 2026-2027
PART-TIME NON-TEMPORARY EMPLOYEES
EFFECTIVE 7/1/2026

- ****Paid Time Off**—Existing employees can transfer 5 days of earned PTO time over. Employees will accrue 1 hour of PTO for every pay-period with a minimum of 45 hours worked. (Please refer to PTO policy for application of Paid Time Off.)
- ****Pension Plan**—Employee will remain eligible if already in the plan and will receive employer match. Upon successful completion of the six (6) month Introductory Period and one (1) year of service in which the employee has completed a minimum of 1000 hours of service, employees are eligible to receive the employer matching contribution (up to 8%).

HEALTH INSURANCE BENEFITS ARE AVAILABLE TO THE EMPLOYEE AND THEIR DEPENDENTS ON THE FIRST DAY OF THE MONTH THAT THE 60TH DAY OF EMPLOYMENT OCCURS.

- ****Health Insurance Coverage**— Coverage currently provided through UPMC and is offered to employees, their spouse and dependent children. Employees contribute to premiums on a semi-monthly basis. Coverage types are Employee, Employee/Spouse, Employee/Child(ren) and Family.

THE FOLLOWING INSURANCE BENEFIT IS AVAILABLE TO THE EMPLOYEE ON THE FIRST OF THE MONTH FOLLOWING 90 DAYS OF EMPLOYMENT.

- ****Life Insurance**—WCSI provides each part-time, non-temporary employee with a Life AD&D Policy with a face value of 1.5 times your annual salary rounded to the next higher multiple of \$1,000 if not already an exact multiple thereof. Coverage is currently provided by Mutual of Omaha Insurance Company.

NOTE: ** Must work a minimum of 22.5 hr/week to be eligible for this benefit.

MISCELLANEOUS BENEFITS

- **Direct Deposit** - is offered to all employees. Paydays are on the 15th and the Last Day of the Month. The 1st paycheck WILL BE DELAYED ONE (1) pay period.
- **USX Credit Union Membership**— is available to all employees.
- **PA 529 College Savings Program**—is offered to all employees. Have monies direct deposited from your payroll into an account to save for Higher Education for your children, grandchildren and even yourself!

FY 2026-2027
VOLUNTARY / SUPPLEMENTAL BENEFITS FOR
PART-TIME NON-TEMPORARY EMPLOYEES

(Funded through employee contributions, available to the employee and their dependents on the first day of the month after employment begins)

- **Dental Insurance**—Dental Insurance is offered through UPMC to all employees and their dependents. Brochures are available through the Human Resources Department.
- **Vision Insurance**—Vision Insurance is offered through UPMC to all employees and their dependents. Brochures are available through the Human Resources Department.
- **Cancer Plans**—Offered through American Family Life Assurance Co., (AFLAC). Brochures are available through the Human Resources Department.
- **Group Accident Plan**—Offered through Boston Mutual, a supplemental accident policy that pays cash benefits for certain events related to covered accidents (for example, physician treatment, ambulance transportation, follow-up treatments, blood/plasma.) Brochures are available through the Human Resources Department.
- **Hospital Indemnity Plan**—Offered through America Family Life Insurance Co., (AFLAC). A supplemental Hospital plan that will pay for physician visits, major diagnostic exams, surgical and much more. Refer to AFLAC brochure for complete details.
- **Hospital Plan -** Offered through Globe Life. A supplemental Hospital plan that will pay for physician visits, major diagnostic exams, surgical and much more. Refer to the Globe Life brochure for complete details
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FY 2026-2027
SUMMARY OF BENEFITS FOR
**CASUAL EMPLOYEES; BOARD MEMBERS;
VOLUNTEERS**
EFFECTIVE 7/1/2026

THE FOLLOWING INSURANCE BENEFITS ARE FUNDED SOLELY THROUGH EMPLOYEE / MEMBER. BENEFITS AND ARE AVAILABLE TO THE EMPLOYEE/MEMBER AND THEIR DEPENDENTS ON THE FIRST DAY OF THE MONTH FOLLOWING THEIR EMPLOYMENT/BOARD ASSIGNMENT OR VOLUNTEER.

- **Health Insurance Coverage**—Coverage currently provided through UPMC and is offered to employees, their spouse, and dependent children. Coverage types are Employee, Employee/Spouse, Employee/Child(ren) and Family.

**ALL MONTHLY PAYMENTS ARE DUE TO WCSI ON A POST TAX BASIS
BY THE FIRST OF EVERY MONTH.**

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FY 2026-2027
VOLUNTARY / SUPPLEMENTAL BENEFITS FOR
CASUAL EMPLOYEES; BOARD MEMBERS; VOLUNTEERS

(Funded solely through employee / member contributions, available to the employee and their dependents on the first day of the month after employment/ membership begins)

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