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RHONDA WHARTON

FAULKNER COUNTY CIRCUIT CLERK

Fees \$25.00

by _____

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D.C.

City of Conway, Arkansas
Ordinance No. O-10-66

AN ORDINANCE ADOPTING AN EMPLOYEE HANDBOOK AND PERSONNEL POLICY; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES:

WHEREAS, the Mayor of the City of Conway, Arkansas, has submitted to the City Council a handbook to be used for personnel matters for the City.

WHEREAS, a revision of Section II, Employee Benefits, is needed for the fair and impartial implementation of personnel policies.

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS, THAT:

SECTION 1. A handbook entitled, "Employee Handbook, City of Conway, Personnel Policy," has been examined by the City Council and found to be needed for the fair and impartial implementation of personnel policies. Section II: Employment Benefits, Surviving Spouse/Dependent Eligibility to Participate in the City's Health Care Plan, page 50, is added as follows and Retirees' Eligibility to Participate in the City's Health Care Plan, page 50 is revised to include "To continue coverage, retirees must remain current on both employer and employee contributions."

SURVIVING SPOUSE/DEPENDENT ELIGIBILITY TO PARTICIPATE IN THE CITY'S HEALTH CARE PLAN

The spouse and/or eligible dependents of an active employee, whose death occurs after 06/01/2010, may continue to participate in the City's health care plan, receiving the same medical benefits and paying the same premium as active employees as long as the spouse and/or eligible dependents pays both employer and employee contribution to the health care plans. The spouse/dependents must have been participating in the plan at the time of the employee's death to be eligible. Eligible dependents, who are currently covered, may continue coverage until they lose dependent status.

The spouse and/or dependents eligible to participate in the health care plan may also participate in the dental plan as long as the spouse and/or eligible dependents pays both the employer and employee contribution to the dental plan. The spouse/dependents must have been participating in the plan at the time of the employee's death to be eligible.

To continue coverage, survivors must:

- a. Contact the Human Resources Department to indicate their desire to continue coverage within 30 (thirty) days of employee's death;
- b. Submit to the Human Resources Department any required continuation/enrollment forms within 45 (forty-five) days of employee's death;
- c. Submit to the City Clerk payment for all employer and employee contributions not withheld from employee's wages within 60 (sixty) days of employee's death; and
- d. Remain current on both employer and employee contributions.

RETIREE'S ELIGIBILITY TO PARTICIPATE IN THE CITY'S HEALTH CARE PLAN

To continue coverage, retirees must remain current on both employer and employee contributions.

SECTION 2. This policy shall be adopted as set forth in the document entitled "Employee Handbook, City of Conway, Personnel Policy."

SECTION 3. All ordinances in conflict herewith are repealed to the extent of the conflict.

SECTION 4. This ordinance is necessary for the protection of the public peace, health and safety; an emergency is hereby declared to exist, and this ordinance shall be in full force and effect from and after its passage and approval.

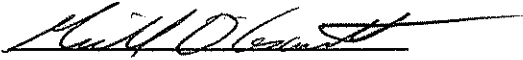
PASSED this 22nd day of June, 2010.

Approved:



Mayor Tab Townsell

Attest:



Michael O. Garrett
City Clerk/Treasurer