

# 2023



BERNARDS EMPLOYEE BENEFITS SUMMARY 2023

## Benefits Summary Effective January 1, 2023 to December 31, 2023

The following benefits apply to regular full-time employees. Blue Shield is effective on the first day of employment, while Kaiser and all other benefits will become effective on the first day of the month following date of hire.

### HEALTH INSURANCE | Kaiser Permanente, Blue Shield & WealthCare Saver

We offer a choice between an HMO with Kaiser, an HMO or HDHP (PPO) plan with Blue Shield. The weekly employee contributions are as follows:

Kaiser HMO	
Employee Only	\$10.00
Employee + 1 dependent	\$35.00
Employee + 2 or more	\$40.00

Blue Shield Access+HMO		Blue Shield HDHP (PPO) with HSA	
Employee Only	\$10.00	Employee Only	\$62.00
Employee + 1 dependent	\$35.00	Employee + 1 dependent	\$77.00
Employee + 2 or more	\$40.00	Employee + 2 or more	\$104.00

- The Kaiser HMO provider directories are available online at [www.kp.org](http://www.kp.org)
- If you choose the Blue Shield HMO plan, you must select a provider from the Blue Shield Directory.
- The Blue Shield HMO and PPO provider directories are available online at [www.blueshieldca.com](http://www.blueshieldca.com).
- If you choose the HDHP plan, Bernards will contribute a prorated amount, on a quarterly basis, to your WealthCare Saver HSA. Contributions are proportionate to the date of your enrollment in the plan. (\$125/month for individual, \$250/month for family)

HSA through WealthCare Saver	Employee Deductible	Bernards Contributes
Employee Only	\$1,500	\$1,500
Employee + 2 or more	\$3,000	\$3,000



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## DENTAL INSURANCE | Cigna

We offer a choice between an HMO and PPO plan. The weekly employee contributions are as follows:

HMO		PPO	
Employee Only	\$4.20	Employee Only	\$16.38
Employee + 1	\$7.67	Employee + 1	\$31.62
Employee + 2 or more	\$11.33	Employee + 2 or more	\$52.98

- If you choose the HMO plan, you must select a provider from the Cigna Directory.
- The Cigna HMO and PPO provider directories are available online at [www.cigna.com](http://www.cigna.com).

## VISION INSURANCE | MetLife

We offer VSP's "Plan B" through MetLife. The weekly employee contributions are as follows:

Vision Insurance		
Employee Only	\$2.19	The MetLife provider directories are available online at <a href="http://www.metlife.com">www.metlife.com</a> .
Employee + 1	\$4.11	
Employee + 2 or more	\$5.85	

## 401(k) PLAN | Fidelity

We offer a Core Mutual Fund Account or Self-Directed Account. Employees will automatically be enrolled in the plan at a 3% weekly deferral rate on their eligible effective date to help them accelerate their planning for retirement.

- Newly-hired employees may increase their deferral rate above 3%, reduce their deferral rate, or "opt out" of the plan with no deferrals taken.
- If you do not specify how the funds will be invested, the funds will be placed in a Fidelity Freedom Fund based upon your projected retirement date. This does not apply to re-hired or existing employees.
- Employees eligible to participate in the 401(k) retirement plan can view their account at [www.401k.com](http://www.401k.com) or [www.fidelity.com](http://www.fidelity.com).

After achieving annual corporate profitability goals, Bernards typically matches 100% of the first 3% of employee deferrals. However, any employer matching contributions are discretionary each year. If it is determined that a company match will be made in that calendar year, the match will vest based upon the individual's years of service with the company. Individuals must also have worked 1,000 hours in the plan year to receive the match. The Plan's vesting schedule for employer contributions is:

End of Year	Vesting %
1	0
2	20
3	40
4	60
5	80
6	100

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## FLEXIBLE SPENDING ACCOUNTS | Navia

We offer a Medical Flexible Spending Account and Dependent Care Account. Both accounts provide the opportunity for full-time employees to set aside a portion of earnings to pay for qualified expenses. Money deducted from your pay is not subject to payroll taxes, resulting in tax savings.

- *If you enroll in the HDHP plan, you will only be eligible to enroll in a limited purpose Flexible Spending Account that covers eligible dental and vision expenses. You are still eligible to participate in the Dependent Care FSA.*

## GROUP LIFE AND LONG TERM DISABILITY | Mutual of Omaha

We provide Life and Long Term Disability Insurance to full-time employees at the company's expense. The insurance policies are listed below:

Group Life:	\$25,000 Policy
Accidental Death & Dismemberment (AD&D):	\$25,000 Policy
Long Term Disability:	60% of salary, up to \$15,000/mo. is paid to the employee

## VOLUNTARY LIFE INSURANCE | Mutual of Omaha

A self-administered Voluntary Life Insurance Plan is available to active, full-time employees.

- *The competitive non-tobacco/tobacco monthly premium, per \$10,000 of coverage (up to \$500,000), for employee and spouse can be requested from Human Resources.*
- *During Open Enrollment, Mutual of Omaha will allow you to enroll or make changes to your current Voluntary Life elections. Employees who are currently enrolled can add an additional \$10,000 coverage without providing Evidence of Insurability (EOI). However, an EOI will be required if:*
  - *You are not currently enrolled and would like to elect Voluntary Life in any coverage amount*
  - *You are currently enrolled at \$100,000 and would like to elect more coverage*

**Note:** *Employee is solely responsible for the monthly premium and for maintaining the policy. There is no company contribution to this plan.*

## VOLUNTARY SHORT TERM DISABILITY | Mutual of Omaha

A self-administered Short Term Disability Insurance Plan is available to active, full-time employees working 30 or more hours per week with a minimum income of \$15,000 per year. This benefit covers employees who become disabled as a result of an injury or sickness for a temporary period.

- *For California residents, the weekly benefit amount is 30% of your covered weekly earnings, with a maximum weekly benefit of \$1,000.00 for up to eleven weeks.*
- *For non-California residents, the weekly benefit amount is 60% of your covered weekly earnings, with a maximum weekly benefit of \$2,100.00 for up to eleven weeks.*

**Note:** *Employee is solely responsible for the monthly premium for the policy. There is no company contribution to this plan.*

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## PAID HOLIDAYS

The following days are commonly recognized on an annual basis when establishing company paid holidays for a given year:

- ◆ New Year's Day
- ◆ Martin Luther King Jr. Day
- ◆ President's Day
- ◆ Memorial Day
- ◆ Independence Day
- ◆ Labor Day
- ◆ Thanksgiving Day
- ◆ The Day after Thanksgiving
- ◆ Christmas Day

## VACATION TIME

Please refer to the Open Vacation Policy.

## EMPLOYEE STOCK OWNERSHIP PLAN

Please refer to the ESOP FAQs.

## PAID SICK LEAVE

You are eligible for 64 hours of paid sick leave time on your hire date and every January 1st thereafter. Unused hours do not carry forward to the next year.



Your Healthcare Broker

Contact the Bernards HR Team for more information: [Benefits@bernards.com](mailto:Benefits@bernards.com)