



POLICY AND PROCEDURE MEMO

NO. 2.013

DATE: 9-12-13

SUBJECT: MEDICAL INSURANCE FOR PART-TIME
EMPLOYEES

Dale W. Fitzgerald
CITY MANAGER

I. STATEMENT:

Employees classified as part-time, working 30-34 hours per week, shall be eligible to enroll in the same medical plan(s) that are offered to full-time employees at their own expense. Enrollment and deduction provisions for full-time employees would apply to part-time employees in this category.

- END OF PROCEDURE -