

# let's **TALK** about

## FY 2018 Proposed Budget

Civilian Employee Total Compensation

City Manager Sheryl Sculley presented the City of San Antonio's Fiscal Year 2018 Proposed Budget to the Mayor and City Council on August 10. The proposal includes provisions that continue to provide our civilian workforce with a competitive total compensation (salary and benefits) package in support of the City's efforts to be an employer of choice. A Cost-of-Living Adjustment (COLA), Performance Pay, revised Step Pay Plan, increased transportation allowance, expanded Wellness and Education Leave, and new minimum entry wage were all included in the FY 2018 Proposed Budget.

### Civilian Employee Compensation

#### HIGHLIGHTS:

Proposed FY 2018 Civilian Employee Compensation		
<i>Regular Full-time/Part-time Employees</i>	<i>Pay Increase</i>	<i>Effective Date</i>
All Civilian Employees 	1% COLA	October 2017
All Civilian Employees 	Minimum entry wage increases to \$14.25/hr	January 2018
<i>Step Pay Plan Employees</i>	<i>Change</i>	<i>Effective Date</i>
All Eligible Employees 	Implementation of an updated Step Pay Plan	January 2018
<a href="#">Pay Ranges 514 to 518</a> 	Eligible for Performance Pay, not Step increase	January 2018
<i>Regular Full-time Employees</i>	<i>Pay Increase</i>	<i>Effective Date</i>
Professionals & Managers	Performance Pay-eligible	January 2018
Eligible Employees 	Transportation Allowance increases to \$65/month	October 2017

#### DETAILS:

##### COLA and Minimum Entry Wage

The FY 2018 Proposed Budget includes a **1% COLA** for all regular, full-time and part-time civilian employees effective October 2017. Our minimum entry wage will also increase from \$13.75 to **\$14.25 per hour** effective January 2018.

##### Step Pay Plan

In FY 2018, a revised Step Pay Plan will be rolled out to all eligible employees. Features of the updated Plan include, a reduction in steps from 10 to seven or less, a higher starting wage for most pay ranges, and employees in pay ranges **514 to 518 (highest five pay ranges in the current Plan) will now be eligible for Performance Pay**. Also, beginning in FY 2019, step movement eligibility will be for performance evaluation ratings of meets expectations or above. **Employees should be on the lookout in the coming weeks for more information about the Step Pay Plan.**

##### Performance Pay

Performance Pay for professionals and managers who are not eligible for the Step Pay Plan and were hired before April 1 is included in the FY 2018 Proposed Budget. This pay will be awarded based on the employee's performance evaluation and will be effective in January 2018.

##### Transportation Allowance

In recognition of the increased cost of parking, particularly in the downtown area, it is proposed that eligible employees receive a monthly Transportation Allowance of **\$65 per month** effective October 2017.

## Civilian Health Care Plans and Premiums



Health Care

medications, etc.).

For 2018, the City will continue to be self-insured, with employees and the City sharing the cost of health care. Under the Proposed Budget, the majority of employee health care costs will still be paid by the City. Regular, full-time civilian employees will continue to have two health plan options to choose between — **Consumer Choice and New Value**. These plans feature a broad network of health care providers and coverage for all of the same services you use today (ex: doctor’s office visits, preventive care, prescription

### HIGHLIGHTS:

- Changes to deductibles and out-of-pocket maximums
- Preventive care covered at 100%
- Health Savings Account (HSA) contribution of \$500 individual/\$1,000 family for Consumer Choice participants
- City’s Value-based Co-pay program continues for prescription drugs related to diabetes

### DETAILS:

#### Proposed FY 2018 Bi-Weekly Health Care Premiums

Employees Hired Before January 1, 2009			Employees Hired After January 1, 2009		
	Consumer	New Value		Consumer	New Value
Employee Only	\$9.50	\$40	Employee Only	\$22.50	\$88.50
Employee + Child(ren)	\$16.50	\$105	Employee + Child(ren)	\$37	\$208
Employee + Spouse / Domestic Partner	\$48	\$197.50	Employee + Spouse / Domestic Partner	\$104.50	\$331
Employee + Family	\$68	\$267	Employee + Family	\$148	\$444

Health Savings Accounts, Preventive, Deductibles, Out-of-Pocket Maximums & Office Visits		
In-Network Benefits	Consumer Choice	New Value
City Contribution to Health Savings Account (HSA) (Individual/Family)	\$500/ \$1,000	N/A
Preventive Care	Covered at 100%	
Annual Deductible (Individual/Family)	\$2,000/ \$4,000	\$1,500/ \$3,000
Annual Out-of-Pocket Maximum (Individual/Family)	\$4,000/ \$8,000	\$3,500/ \$7,000
Office Visits: Primary Care/Specialist/Urgent Care	20% after deductible	\$30/\$55/\$50

### NEW! Benefits Value Advisor Program

In 2018, a new program will be rolled out to employees to help you maximize your medical plan benefits. The Benefits Value Advisor (BVA) Program will provide you with the opportunity to speak to a specially-trained advisor from Blue Cross and Blue Shield of Texas about your options when it comes to receiving care. Participation in this program will be easy and could earn you a financial reward for making choices that will save you money. BVA will even help you schedule your medical appointments. Watch for more information about this program during open enrollment.

### The Benefits Value Advisor

- ✓ Schedules your appointment
- ✓ Explains out-of-pocket expenses
- ✓ Identifies the best value physicians and facilities

## UPDATE! Wellness and Education Leave

### HIGHLIGHTS:

Last year, Wellness and Education Leave was introduced to support regular, full-time employees with managing their health and wellbeing. For FY 2018, it has been proposed that the uses for this leave type be expanded.

### DETAILS:

Employees will be awarded **24 hours** of paid leave for the following uses:



- **New! Volunteering in the community with a registered 501(c)(3) organization or at a City-sponsored event;**
- **New! Adopting a pet or a wellness visit for a pet;**
- Scheduled wellness visits for self and immediate family;
- Attending school-related functions for dependents (parent-teacher conferences, school programs, etc.); and
- Registration and enrollment-related activities for the employee to attend college or trade school courses.

## FY 2018 Holiday Schedule

### HIGHLIGHTS:

City offices will again close at the end of the calendar year in observance of the time period between the Christmas and New Year's Day holidays from December 25 to January 1. Of these days, five of these days are paid City holidays and two are on a weekend. For the remaining day, employees will have the option of using Personal Leave, Annual Leave, Compensatory (Comp) Time, Incentive Leave, or Voluntary Leave Without Pay.

### DETAILS:

<i>Proposed FY 2018 Holiday Schedule</i>	
Veterans Day (Observed) – November 10, 2017	New Year's Day – January 1, 2018
Thanksgiving Day – November 23, 2017	Martin Luther King, Jr. Day – January 15, 2018
Day after Thanksgiving – November 24, 2017	Fiesta San Jacinto Day – April 27, 2018
Christmas Day – December 25, 2017	Memorial Day – May 28, 2018
Winter Holiday – December 26, 2017	Independence Day – July 4, 2018
Winter Holiday – December 27, 2017	Labor Day – September 3, 2018
Winter Holiday – December 28, 2017	
City Closure (Employee Leave) – December 29, 2017	

**Note:** Most Pre-K 4 SA Department employees will follow a different holiday schedule. For Pre-K 4 SA holiday schedule questions, contact Employee Relations Business Partner Dominic Morales at 206-2757.

## Mark Your Calendars! 2018 Open Enrollment

2018 Employee Benefits Open Enrollment is **October 2 – October 27**. This is the one time of year when all full-time employees can select or make changes to their benefit choices. These changes become effective January 1, 2018.

### What's Next?

If you have any questions about the information in this document, contact your department's Employee Relations Team or Human Resources Customer Service at 207-8705 or [hrcustomerservice@sanantonio.gov](mailto:hrcustomerservice@sanantonio.gov). Keep your eyes open for more information about the FY 2018 Proposed Budget.