

## SERVICE RESTORATION

When a former employee with more than ten (10) years of combined full-time prior service is rehired within three (3) years of their last date employed by Grant County, the employee's service date and eligibility to participate in some company benefit plans may be bridged at the employee's request.

It is the employee's responsibility to submit, in writing to the Human Resource Department, a request to have their Service Restoration Date approved and calculated. Such written request shall be within six (6) months of the date of rehire. The Service Restoration Date will be become effective on the date the Human Resource Department is notified. Time will be rounded into months.

Service Restoration is recognized for years of service for vacation, retiree health insurance, and sick pay payout purposes only. Health and Life insurance rules are governed by the carriers and do not qualify for Service Restoration. FMLA rules are governed by Federal Law and do not qualify for Service Restoration.

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### Policy language we will need to revise:

#### 2.8 Probationary Period

Employees rehired by the County in a full-time position after a break in service shall be governed by the Restoration Policy for the purposes of determining the amount of eligible vacation time or other benefits based on years of service with the County. Longevity pay for an employee with a break in service will be based on the relevant Grant County Ordinance.

#### 4.1 Vacation

The amount of paid vacation time employees accrue each year increases with the length of their qualified employment. Employees rehired by the County in a full-time position will be governed by the Restoration Policy for the purpose of determining the amount of eligible vacation time. The schedule for earning vacation days is as follows:.....

#### 4.3 Sick Leave

Sick leave pay is not wages and will generally not be paid upon separation from employment. However, the County reserves the right to provide an additional benefit to its tenured eligible employees who resign or retire. After ten (10) years of service or eligible service under the Service Restoration Policy, and upon retirement or resignation of employment, eligible employees may be paid for unused sick leave days accumulated up to forty (40) days. The maximum allowable payout is forty (40) sick days. (Sick days would be pro-rated for the last year worked.)