



## The Club at Kukui`ula – Benefits Overview for Full-Time Employees

*Please note that we are providing descriptive summaries of our Company's benefits which are in effect at the current time. As with most employers, our Company reserves the right to modify our benefit programs.*



# HEALTH CARE

## *Medical, Vision & Prescription Drugs*

Your choice of:

HMSA “Preferred Provider Plan” or HMSA “Health Plan Hawaii Plus”

*(Blue Cross/Blue Shield)*

- Monthly Employee Contribution – Employee Only: \$0
- Monthly Employee Contribution – Employee & Spouse: \$0
- Monthly Employee Contribution – Employee, Spouse & Children: \$0

Effective date of coverage is on the 1<sup>st</sup> day of the month after successfully completing 4 consecutive weeks of employment.

For medical and dental coverage, The Club at Kukui`ula recognizes traditional marriage, same-sex marriage, civil union, and domestic partnerships.

Legal documentation is required to include spouse and dependents onto health plans.

*Options to change plans can be done annually during Open Enrollment every June, effective for July 1st.*

# HEALTH CARE

## *Dental*

### Hawaii Dental Service (HDS)

*(Delta Dental)*

- Monthly Employee Contribution – Employee Only: \$0
- Monthly Employee Contribution – Employee & Spouse: \$0
- Monthly Employee Contribution – Employee, Spouse & Children: \$0

Effective date of coverage is on the 1<sup>st</sup> day of the month after successfully completing 30 days of employment.

For medical and dental coverage, The Club at Kukui`ula recognizes traditional marriage, same-sex marriage, civil union, and domestic partnership. Legal documentation is required to include spouse and dependents onto health plans.

*Options to change plans can be done annually during Open Enrollment every February, effective March 1<sup>st</sup>.*

# **GROUP LIFE INSURANCE & ACCIDENTAL DEATH and DISMEMBERMENT**

UNUM Life Insurance Company of America

Benefit includes insurance coverage worth 2 times your annual income (not to exceed \$200,000).

- Monthly Employee Contribution: \$0

# LONG-TERM DISABILITY

UNUM Life Insurance Company of America

Benefit provides compensation to employees should they incur a long term illness or injury lasting more than 3 months

The plan pays 60% of your monthly earnings, up to \$10,000 per month, until you are able to return to work.

- Monthly Employee Contribution: \$0

# PAID TIME OFF - *VACATION*

## *Non-Exempt Team Members\**

Vacation is accrued based on hours worked and years of service

1 – 4 years of service	up to 10 days per year	maximum accrual 120 hours
5 – 14 years of service	up to 15 days per year	maximum accrual 160 hours
15 years of service	up to 20 days per year	maximum accrual 200 hours

\*Non-Exempt individuals are those employees who are eligible for overtime payments

# PAID TIME OFF - *VACATION*

## *Exempt Team Members \*\**

Vacation is accrued based on hours worked and years of service

1 – 14 years of service	up to 15 days per year	maximum accrual 160 hours
15 years of service	up to 20 days per year	maximum accrual 200 hours

\*\* Exempt individuals are those employees who are on salary and not eligible for overtime payments

## **PAID TIME OFF – *SICK LEAVE***

- 10 days at the start of each full calendar year

New hires who start in the middle of the year, will receive pro-rated sick hours for that year, thereafter, they will receive 10 days for each full calendar year.

Unused sick hours at the end of the year will roll over into the employees “Banked Sick” account



## PAID TIME OFF - *BANKED SICK LEAVE*

Any unused sick hours at the end of the calendar year will roll over into the employees “Banked Sick Leave” account

- Accrue up to 60 days (480 hours) of Banked Sick
- Banked Sick can be used for illnesses lasting more than 5 days
- Banked Sick is “giftable” to, and “receivable” from, other employees

## **PAID HOLIDAYS** *(11 total days)*

New Year's Day

Memorial Day

Independence Day

Labor Day

Thanksgiving Day

Christmas Day

Plus:

After successfully completing your 90-day trial period:

Receive 5 “**Floating**” **Holidays** – you decide when you would like to take it,  
subject to approval by your supervisor.

## 401(k) RETIREMENT PLAN

Plan entry date is the first day of the following month, after 3 full consecutive months of 100 work hours in each of the months.

Employee contributions are before-tax and can range from 1% to 50%, with annual maximums established by the IRS.

The Club at Kukui`ula may make an annual discretionary matching contribution to the plan. When employer-matching contributions are made, the employer contributions are 100% vested immediately.

## Other popular benefit - *Kauai Automated Fuel (KAFN)*

- Group company fuel prices extended to employees as a benefit for personal/recreational vehicle use.
- Choice of 5 fueling sites available – Kapaa Industrial Park, Lihue Industrial Center, Puhi Industrial Park, Port Allen-Eleele, & Kekaha.
- Fuel type: Regular, Supreme & diesel.
- Invoices received on the 15<sup>th</sup> of each month and payments are deducted from the last paycheck of the month for the previous month's consumption. (for example, for fuel filled in your vehicle during the month of August, on September 15<sup>th</sup> you will be informed of the amount and on September 30<sup>th</sup> your paycheck will be deducted for this amount.)
- First KAFN card is provided by the company, additional cards are available at a nominal fee.

## **Other popular benefits -**

### **Employee Meals**

All employees are entitled to a meal in the cafeteria if they work a minimum of at least 5 hours.

### **Uniforms**

Uniforms are provided for most operational employees at The Club at Kukui'ula. If a uniform is provided, to assist in the laundering of the employee's uniform, a \$1.00 premium is paid for every day worked.

### **Employee Fitness Room, Lockers & Showers**

A fitness room including treadmills, elliptical, universal station and free weights are available to employees. Our adjacent locker rooms & showers are equipped with amenities, including shampoo, conditioner & towels.

