

County of El Dorado
Early Separation Incentive Plan 2015
Summary of Plan Provisions

Eligible Classifications

- 1) All regular full or part-time County employees.

Selection Criteria

- 1) Employee requests for the Early Separation Incentive shall be assessed and recommended for approval by the Board of Supervisors based on the County's ability to achieve salary savings in the General Fund.

County Contribution to Retiree Health Savings Account ("RHSA")

- 1) The following shall apply if the participant separates from County service no later than September 11, 2015:
 - a. \$2,500 per year of full time equivalent service, not to exceed \$50,000 total deposited in RHSA.
- 2) The following shall apply if the participant separates from County service no later than October 9, 2015.
 - a. \$1,500 per year of full time equivalent service, not to exceed \$50,000 deposited in RHSA.

Application Process:

- 1) Eligible employees shall apply to Human Resources using the Application for Early Separation Incentive form approved by the Board of Supervisors no later than 5:00 p.m. on June 17, 2015.
- 2) On or before July 7, 2015 applicants will be notified as to whether their application will be recommended for acceptance by the Board of Supervisors.
- 3) The Board of Supervisors shall consider applications for the Early Separation Incentive at the regularly scheduled meeting of July 14, 2015.
- 4) On or before July 16, 2015 County will provide the employees whose applications were approved by the Board of Supervisors with the Early Separation Agreement and Release.
- 5) Participants approved by the BOS for the September 11, 2015 separation date shall submit a confirming copy of the resignation/retirement letter to the department head. Participants shall submit the original resignation/retirement letter and the required signed Early Separation Agreement and Release to Human Resources at Incentives@edcgov.us no later than August 31, 2015.
- 6) Participants approved by the BOS for the October 9, 2015 separation date shall submit a confirming copy of the resignation/retirement letter to the department head. Participants shall submit the original resignation/retirement letter and required signed Early Separation Agreement and Release to Human Resources at Incentives@edcgov.us no later than September 25, 2015.