

POLICY NO. 103

BOARD OF COUNTY ROAD COMMISSIONERS
OF THE COUNTY OF ST. CLAIR

SUBJECT: AFFORDABLE CARE ACT – DETERMINATION OF
SEASONAL AND VARIABLE HOUR EMPLOYEES

ADOPTED: September 17, 2013

GENERAL:

The purpose of this policy is to comply with the Federal Patient Protection and Affordable Care Act (PPACA).

The St. Clair County Road Commission has established parameters using the IRS Safe Harbor to measure the hours of all seasonal and variable hour employees to determine if they work an average of 30 hours per week or more. Those employees who meet the criteria will be offered the opportunity to enroll in the employer's health care plan.

The criteria to determine the variable hour and seasonal employees who will be offered coverage is as follows:

Current Employees:

Initial Measurement Period:	December 1, 2013 - November 30, 2014
Administrative Period:	December 1 - December 31
Ongoing Measurement Period:	December 1 -November 30
Stability Period:	Calendar year following measurement period
Measurement Criteria:	Based on 30 hours per week or 130 hours per month

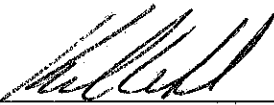
New Hires:

New Hire Initial Measurement Period:	12 months following the first of the month following date of hire
30 Day Initial Administrative Period:	30 days following the initial measurement period
New Hire Initial Stability Period:	12 months following initial administrative period

Ongoing Measurement Period: December 1 - November 30
Administrative Period: December 1 - December 31
Ongoing Stability Period: Calendar year following measurement period
Measurement Criteria: Based on 30 hours per week or 130 hours per month



William L. Blumerich, Chairman



Kirk D. Weston, Managing Director