

MEUW WAGE & BENEFITS SURVEY 2020

Do not fill in this survey; this is a draft sample of the 2020 survey tool

Utility Information

Utility Name

W&B Group Number

Name of person completing survey (First)

Name of person completing survey (Last)

Title / Role at Utility

Phone

Email

Name and title of person who manages/leads utility

Governance Model

What are governing board members paid?

How many employees support the electric utility?

Total number of customers (as of 12/31/2019)

Paid Time Off :: Sick Leave

Do you have a traditional sick leave/vacation policy or a personal time off (PTO) policy?

If PTO, how is the time calculated?

Number of sick leave days earned per year

Can sick leave days accumulate?

What is maximum number of sick days that can accumulate?

Can employees be paid for unused sick days?

Please explain

Are employees allowed to use sick leave to care for a sick or injured family member?

Do you continue benefit coverage for an employee who is absent for an extended period due to illness/injury?

Does that coverage continue after the employee has used all sick and vacation time?

Do employees on long-term disability continue to receive employer-paid benefits?

Paid Time Off :: Vacation

How much vacation time is provided to a new hire?

Is there a maximum amount of vacation that can be earned?

What is that amount?

How many years of service are required to earn one week of vacation?

How many years of service are required to earn two weeks of vacation?

How many years of service are required to earn three weeks of vacation?

How many years of service are required to earn four weeks of vacation?

How many years of service are required to earn five weeks of vacation or more?

Please explain

Are employees allowed to bank vacation days?

What is the maximum number of days that can be banked?

Are employees allowed to carryover vacation days?

What is the maximum number of days that can be carried over?

Can employees request a payout of unused vacation time?

Please explain

Is unused vacation paid out when employment terminates?

Please explain

Paid Time Off :: Holidays and Comp Time

How many paid holidays do you offer?

What days are offered as paid holidays?

Are employees eligible for "personal" (floating) holidays?
Are employees eligible to receive comp time?
How many total hours can be accrued in one calendar year?
What is the maximum number of hours that can be accrued?
Is there a time limit to use accrued comp time?

Please explain

Can unused comp time be paid out?
Can unused comp time be carried over to a new calendar year?

Health and Wellness Benefits :: Medical Insurance

Do you offer medical insurance benefits?
Are part-time employees eligible for medical insurance?
Do you offer credit for employees who do not take medical benefits?

Please explain

What company is your primary medical insurance provider?
What is the total monthly premium for Family coverage?
What is the total monthly premium for Single coverage?
What percentage (if any) does the employee pay toward the premium?
If the plan has a deductible, what is the amount?
If applicable, what is the co-pay/co-insurance cost?
What is the maximum in-network out-of-pocket cost for Family coverage?
What is the maximum out-of-network out-of-pocket cost for Family coverage?
What is the maximum in-network out-of-pocket cost for Single coverage?
What is the maximum out-of-network out-of-pocket cost for Single coverage?
Do you offer health insurance to retirees?
Does the utility/municipality contribute to the premium?
What percentage does the utility contribute toward retirees' medical insurance premiums?
Do you offer dental insurance benefits?
Is coverage provided as part of your medical insurance?

Health and Wellness Benefits :: Dental and Vision Insurance

Are part-time employees eligible for dental insurance?
What company is your primary dental insurance provider?
Please provide details regarding the monthly premium costs?
Please provide details regarding employees' out-of-pocket costs
Do you offer vision insurance benefits?
Is vision coverage provided as part of your medical insurance?
Please provide details regarding costs associated with vision insurance

Health and Wellness Benefits :: Disability and Life Insurance

Do you offer short-term disability (STD) insurance?
Do you offer long-term disability (LTD) insurance?
What percentage (if any) does the employee pay toward the premium?
What percentage (if any) does the employee pay toward the premium?
Do you provide life insurance coverage for your employees?
What is the base amount of coverage offered for employees?
Are employees able to purchase supplemental coverage for themselves?
Are employees able to purchase supplemental coverage for family members?
What is the monthly premium cost?
What percentage (if any) does the employee pay toward the premium?

Health and Wellness Benefits :: Cafeteria Plan

Do you offer a Cafeteria Plan (IRS Section 125)?

Does the utility/municipality contribute to the Cafeteria Plan?
What is the cost for Single coverage?
What is the cost for Family coverage?
Does the plan offer payment for unreimbursed medical expenses?
Does the plan offer payment for unreimbursed dental expenses?
Does the plan offer payment for unreimbursed vision expenses?
Does the plan offer payment for childcare expenses?
Does the plan offer payment for the employee's share of insurance premiums?
Does the utility/municipality offer Health Savings Account (HSA)?
Does the utility/municipality contribute to the HSA?
What amount does the utility/municipality contribute?
Does the utility/municipality offer something other than Cafeteria Plan or HSA?
Please explain

Compensation and Retirement Benefits

When budgeting, what percentage is typically used to plan for pay increases?
Do you provide "on-call" or "stand-by" pay?
Please explain approach to "on-call" or "stand-by" pay
Do you pay a two-hour minimum for emergency call-outs?
Do you pay a two-hour minimum for after-hours call-outs?
Do you provide emergency/storm pay in addition to on-call/stand-by pay?
Please explain approach to emergency/storm pay
When paying overtime, is it paid after an employee works an 8-hour day or after a 40-hour work week?
Do you pay "lunch credits" for OT work?
Please explain approach to "lunch credits"
Do you offer "longevity" pay?
Please explain approach to "longevity" pay.
Do you offer a deferred compensation plan?
Please explain details of deferred comp plan
Do you pay double time for Sunday work?
Are your employees eligible to participate in the Wisconsin Retirement System (WRS)?
If no, what is the pension plan?
Please provide details to explain unique aspects of your current utility/municipality retirement plan

Miscellaneous Topics

Do your employees work the same schedule year-round?
If no, what are the winter hours for crew?
If no, what are the summer hours for crew?
If no, what are the winter hours for office staff?
If no, what are the summer hours for office staff?
Do employees receive a reimbursement for their cell phones?
What is the reimbursement amount
Are employees required to have a physical before being hired?
Are current employees required to have a physical?
Please explain
Do you provide an allowance to purchase uniforms/clothing?
What is the amount of the allowance?
Do you provide a boot or steel toe allowance?
What is the amount of the allowance?
Do you provide a safety glasses allowance?
What is the amount of the allowance?

Are utility and city benefits the same?

If no, please explain differences in benefits

Does your utility contract out any services (e.g., I.T., tree trimming, other)?

Please explain (provide contractor names, if applicable)

Wage Data

Please review the full list of job titles and provide information about the role that most closely matches a title used by your utility/municipality.

The list used in previous surveys has been shortened to focus primarily on electric utility positions.

- General Manager
- Assistant General Manager
- Public Works Director
- Public Works Foreman
- Public Works Maintenance
- Utility/Operations Manager
- Electric Line Superintendent
- Assistant Superintendent
- Line Foreman
- Assistant Line Foreman
- Journey Lineworker
- Apprentice Lineworker
- Electric Groundman/Truck Driver
- Electrical Inspector
- Electrician
- Instrument Technician
- Chief Meter Technician
- Meter Technician
- Meter Reader
- Construction/Equipment Operator
- Maintenance Supervisor
- General Maintenance Worker
- Transportation Mechanic
- Customer Service Manager/Supervisor
- Office Manager
- Accountant/Bookkeeper
- Billing Clerk/Cashier
- City or Village Manager/Administrator
- Deputy City or Village Clerk
- Seasonal Worker
- Other
- Other
- Other
- Other