



THE JUDICIARY, STATE OF HAWAII' EMPLOYEE BENEFITS and OTHER RELATED INFORMATION

Qualification for benefits is contingent on the type and nature of appointment and eligibility requirements of each type of benefit. The information contained herein applies to regular employment at half-time or greater and serves as a general guide. Benefits are subject to modification or termination due to legislative changes, collective bargaining provisions, and/or policies, etc. This summary does not constitute a legal document or contract. Any requests for leave of absence must be discussed with the appropriate supervisor.

EMPLOYEE BENEFIT	DESCRIPTION
HEALTH BENEFITS	Health benefits for State of Hawai'i employees are administered by the Hawai'i Employer-Union Health Benefits Trust Fund (EUTF) . Employees may elect enrollment in one of the medical, prescription drug, dental or vision care plans. Spouses, domestic partners, and dependents may be enrolled if eligible for coverage. Employee health premium contributions may be made on a pre-tax or post-tax basis – see Premium Conversion Plan information below. Additional information may be obtained through the EUTF website: www.eutf.hawaii.gov
RETIREMENT	The State of Hawai'i Employees' Retirement System (ERS) provides a defined benefits retirement plan. Those hired after June 30, 2006 are enrolled in the Hybrid Plan which requires employees to contribute a percentage of their pre-tax compensation to supplement their pension benefit. Percentage of contribution and eligibility requirements for retirement are dependent on ERS membership date. Retirement benefits governed by ERS Board of Trustees. https://ers.ehawaii.gov
SUPPLEMENTAL RETIREMENT SAVINGS PLAN	The State of Hawai'i's Deferred Compensation Plan, Island Savings Plan , is a voluntary pre-tax supplemental retirement savings program in accordance with the provisions of Section 457 of the Internal Revenue Code. The plan is currently administered by Empower (currently in transition from Prudential Retirement) and is available to all eligible State employees. ISP 457 (preparewithpru.com)
GROUP LIFE INSURANCE	The State of Hawai'i currently pays 100% of the monthly premium for group life insurance coverage for eligible employees. Through Securian , the current benefits range from \$38,505 (under age 65) to \$7,701 (age 80 and older). https://web1.lifebenefits.com/content/lifebenefits/eutf/en
PUBLIC SERVICE LOAN FORGIVENESS	The Public Service Loan Forgiveness Program forgives the remaining balance on certain federal student loans after you have made 120 qualifying monthly payments under a qualifying repayments plan while working full-time for a qualifying employer such as the Judiciary. For more information: https://studentaid.gov
PRE-TAX BENEFITS: PREMIUM CONVERSION PLAN	The State of Hawai'i's Premium Conversion Plan (PCP) , in accordance with Section 125 of the Internal Revenue Code, provides an opportunity for participants to increase their take-home pay by making their EUTF premium contributions on a pre-tax basis.
PRE-TAX BENEFITS: FLEXIBLE SPENDING ACCOUNTS	The State of Hawai'i's flexible spending accounts benefit plan, Island Flex , allows employees to set aside pre-tax dollars to pay for eligible medical and dependent care expenses on a reimbursement basis. The Island Flex Plan is administered by National Benefits Services, LLC. www.nbsbenefits.com/islandflex
PRE-TAX BENEFITS: BUS PASS	Employees on O'ahu who commute by TheBus to and/or from their Judiciary place of work are eligible to enroll. Allows employees to pay for their bus pass expense before taxes.
PRE-TAX BENEFITS: QUALIFIED PARKING	Employees who have eligible parking assignments administered by the Department of Accounting and General Services (DAGS) are able to have parking fees deducted before taxes.
WORKERS' COMPENSATION	For work-related injury or illness, benefits cover eligible medical expenses and partial replacement of lost wages while disabled. Accrued vacation and sick leave credits may be used to supplement benefits to realize full pay.
TEMPORARY DISABILITY	Partial wage replacement benefits for maximum of 26 weeks if disabled from work due to a non-work related injury or illness. Employees must meet certain qualifying conditions to receive wage replacement benefits.
CREDIT UNION MEMBERSHIP	Eligible for membership with Hawai'i State Federal Credit Union. Hawaii State Federal Credit Union Checking, Credit Cards, Loans & More (hawaii-statefcu.com)
FLEXIBLE WORKING HOURS/ ALTERNATIVE WORK WEEK SCHEDULE	Employees may be offered a schedule other than the normal 7:45 a.m. – 4:30 p.m. workday under the Judiciary's plan for flexible working hours. Operational needs shall dictate any deviation from the customary work schedule, and the efficiency and effectiveness of the delivery of services to the public shall not be adversely affected.
TELEWORK	If operationally feasible, employees may be authorized to telework on an occasional or regular basis in accordance with respective Judiciary policies.

Holidays Hawai'i Revised Statutes §8-1	Observe up to 13 paid holidays per calendar year; 14 during an election year.
Vacation Hawai'i Revised Statutes §78-23	Earn 14 hours (1 ¾ days) per full month of qualifying service, prorated for eligible part-time employees. May accumulate up to 168 hours (21 days) per calendar year up to 336 hours (42 days); subsequently may not accumulate more than 120 hours (15 days) per calendar year even if the total accumulation falls below 336 hours (42 days). May accumulate a maximum of 720 hours (90 days). Vacation hours in excess of 720 are forfeited annually.
Sick Hawai'i Revised Statutes §78-23	Earn 14 hours (1 ¾ days) per full month of qualifying service, prorated for eligible part-time employees. No limit to number of hours accumulated. At retirement, may be entitled to additional service credit for unused hours (must have a minimum of 60 days; 20 days = 1 additional month of retirement service credit).
Leave Sharing Hawai'i Revised Statutes §78-26	Allows employees to donate vacation leave credits to another employee who meets the specified eligibility criteria. Employees who do not earn vacation leave may donate sick leave. Donor-employee must have at least 10 days remaining balance after donation is made.
Family Leave – Federal Family Medical Leave Act (FMLA) of 1993 Hawai'i Family Leave Hawai'i Revised Statutes §398	Employees may be eligible for up to 12 weeks of unpaid family and medical leave, up to 26 weeks of unpaid leave under the Servicemember Family Leave provision, and/or up to 4 weeks of unpaid leave under State law or collective bargaining during each calendar year. Certain paid leaves may be substituted for unpaid leave. Family and Medical Leave Act U.S. Department of Labor (dol.gov)
Jury or Witness Duty	Employees may be granted time off with pay if summoned to serve as a juror or witness in any judicial proceeding, except those involving or arising from any outside employment or the employee's personal business or private affairs.
Parent-Teacher/Caregiver Conference Hawai'i Revised Statutes §78-31	Employees may be granted up to 2 hours of paid leave during normal business hours to attend either: <ol style="list-style-type: none"> 1. Mutually scheduled parent-teacher conference for child attending public or private school in grades K-12, or 2. Mutually scheduled parent-caregiver conference for preschool aged child attending a licensed group child care center. Not to exceed 2 mutually scheduled conferences per child per calendar year.
Bereavement (Death in Family)	3 working days of paid leave may be granted for appropriate family members.
Blood Bank Donations	Reasonable time off during work hours may be granted to donate blood to the Blood Bank of Hawai'i.
Organ Donation Hawai'i Revised Statutes §78-23.6	Up to 30 days of paid leave may be granted each calendar year to serve as an organ donor.
Bone Marrow Testing/Donation Hawai'i Revised Statutes §78-23.6	Reasonable time off may be granted for blood testing for possible bone marrow matches. Up to 7 days of paid leave may be granted each calendar year for bone marrow donation.
Military Leave Hawai'i Revised Statutes §78-16.5 Uniformed Services Employment and Reemployment Rights Act (USERRA) of 1994	Paid leave for eligible employees not to exceed 15 days per calendar year. Provides reemployment rights and eligibility criteria.
Licensed Foster Parents Leave Executive Order 2007-02 Hawai'i Revised Statutes §587	A maximum of 4 hours of administrative time off per foster child per calendar year may be granted for the purpose of attending Family Court hearings for the foster child.
Disaster Relief Leave Hawai'i Revised Statutes §78-23.5	Certified American Red Cross disaster volunteer may be granted up to 30 calendar days of paid leave.
Victim Leave Hawai'i Revised Statutes §378-72	30 calendar days of unpaid leave per calendar year shall be provided if the employee or the employee's minor child is a victim of domestic or sexual violence and other qualifying events have been met.