



2014 RETENTION BONUS PLAN FOR BEHAVIORAL HEALTH DIVISION SITE CLOSURES

The 2014 Milwaukee County Retention Bonus Plan is for the benefit of eligible employees of the Behavioral Health Division in connection with the proposed site closures. Milwaukee County considers it essential to encourage the continued employment and cooperation of key employees during the period prior to and immediately after a site closure in order to continue to serve the needs of the patient population. This plan summary is addressed to all identified eligible employees, subject to compliance with the Retention Bonus Plan terms.

The purpose of the Plan is to provide you with a Retention Bonus if you stay through a designated closing period for an affected Behavioral Health program to the point at which you are laid off or retire in good standing.

ELIGIBILITY

The 2014 Plan is generally available to all active employees assigned to an affected Behavioral Health program. The determination of eligible employees will be made in the sole discretion of the Department of Health and Human Services Executive Director or the Chief Human Resources Officer. The Department of Human Resources and the Behavioral Health Division will maintain the list of all eligible employees and will be individually informing employees of their eligibility. The Behavioral Health Division will provide periodic and timely employee lists to District Council 48 and WFNHP as circumstances develop.

To be eligible under this plan, BHD employees must be working or on authorized paid leave at the time of layoff and not otherwise ineligible.

INELIGIBILITY

You will NOT be eligible for the Retention Bonus under this Plan if:

- a) you are not identified as an eligible employee as defined in the Plan or cease to be eligible under the provisions of this section ;
- b) you voluntarily transfer to another position within Milwaukee County (i.e., any transfer within or outside your current Department, Division and/or Unit) that is not covered by this Plan, from and after the date of such transfer;
- c) you are on or go out on any unpaid leave of absence including but not limited to FMLA, Civil Service, Administrative, Personal, or have any unauthorized unpaid absence;
- d) you have a retirement date prior to the start date of a designated closing or transition

- period;
- e) you resign or otherwise abandon your job;
 - f) you are suspended pending discharge, discharged for cause or separated during probation from the employment of Milwaukee County on or before layoff or retirement. This section (f) does not apply to an employee whose discharge hearing results in the employee being fully reinstated with no suspension.
 - g) you have been disciplined with a written warning or greater discipline, supported by documentation, starting now through layoff. Discipline under this section (g) includes employees who have been issued discipline for violations of mandatory overtime directives issued on or after June 1, 2014.
 - h) Management level employees must have completed performance evaluations for all direct report employees.

RETENTION BONUS

The Retention Bonus is a one (1) time allowance per eligible employee. You will be entitled to receive a lump-sum bonus payment if you stay through the designated closing period and are laid off as a direct result of a closure or retire in good standing. An employee 'bumped' and laid off under applicable layoff/placement guidelines will receive the retention bonus if the position from which they were bumped was within the Behavioral Health Division.

ADDITIONAL CONSIDERATIONS

An employee who receives a retention bonus under the provisions of this plan will be eligible for re-hire to a pool position, without eligibility for an additional retention bonus. Such re-employment will be subject to the limitations of applicable labor contracts, statutes, ordinances and rules.

RETENTION BONUS FORMULA

The Retention Bonus will be paid as a percentage of your annualized base pay (calculation based on regularly scheduled hours). The Retention Bonus percentages are as follows for plan eligible employees through the designated closing period:

- Support employee (i.e.: Clerical Assistant, Unit Clerk and Nursing Assistant) **15%**
- Professional/Management employee (i.e.: RN, Therapist, Program Director) **20%**

You will earn an amount equal to the applicable percentage shown above multiplied by your annual base pay (i.e., $\$15,000.00 \times .20 = \$3,000.00$).

RETENTION BONUS PAYMENT

Your Retention Bonus will be paid as soon as administratively practical on a regularly scheduled pay date following the designated closing period.

The Retention Bonus Plan shall not confer employment rights upon any employee. No employee shall be entitled, by virtue of the Plan, to remain in the employment of the County.