

Morgan White Group

2024 Employee Benefits



At Morgan White Group we recognize that our employees are at the core of our services. We survey our employees and benchmark against other organizations to ensure our benefits continue to meet the needs of our diverse population. Our comprehensive benefit package is offered in partnership with our employees' feedback and ongoing support. Full-Time employees are eligible for benefits on the 1st of the month following 60 days of employment.

Health & Wellness

MEDICAL BENEFITS

The MWG Medical Plan is comprised of three main components. Eligible employees and their dependents who enroll in the plan are covered under a high-deductible, primary health plan. This plan is administered by Benefit Administration Services (BAS) and utilizes Cigna's "Choice Fund PPO" network of physicians and medical facilities. Enrollees are also covered under Morgan White Groups' own proprietary medical supplement, the Premium Saver, which reduces the high deductible of the primary medical plan to a \$1,000 annual deductible. To assist even more with the out-of-pocket costs, MWG also provides a \$500 Health Reimbursement Arrangement (HRA) administered by iSolved Benefit Services. The HRA is prorated based upon the date of employment.

There is no drug deductible. Co-pays are \$15, \$35, and \$75 depending on type of drug. A mail order prescription option is available.

DENTAL AND VISION BENEFITS

MWG provides Dental and Vision coverage at no cost to the employee. Employees may add their dependents to the dental and vision plans for an additional cost during their initial and open enrollments.

MWG Health (self-funded) rates for the year of 2024:	
Single Coverage	\$41.00
Employee + Spouse	\$291.82
Employee + Children	\$232.00
Family Coverage	\$553.98
Dental bi-weekly rates for the year of 2024: (Delta Dental)	
Single Coverage	\$0.00
Employee + 1	\$18.57
Employee + 2 or More	\$36.95
Vision bi-weekly rates for the year of 2024: (Davis Vision)	
Single Coverage	\$0.00
Employee + 1	\$2.22
Employee + 2 or More	\$5.29

FLEXIBLE SPENDING AND DEPENDENT CARE ACCOUNTS

Employees are eligible to defer tax free wages into a Health Flexible Spending Account (FSA) and/or Dependent Care Account (DCA) up to the IRS annual limits. The programs are administered by iSolved Benefit Services. A single debit card will be issued for all accounts including the HRA provided with the Medical Plan. The 2024 annual limits for the FSA is \$3,200 and \$5,000 for the DCA. Qualified medical expenses will be paid or reimbursed from the FSA before the HRA. Unused FSA funds up to \$640 may be rolled over to the 2025 plan year.

VOLUNTARY GROUP TERM LIFE INSURANCE

Employees who enroll during their initial eligibility period may elect up to \$200,000 in voluntary group term life and AD&D coverage. They can elect up to 50% of the employee's face amount for their spouse not to exceed \$75,000. Employees can also elect \$10,000 in coverage for each child. Employees who fail to enroll in the voluntary life for themselves or any eligible dependents during their initial enrollment period will be subject to underwriting. Rates vary by age and benefits may be reduced based on age.

BASIC LIFE AND DISABILITY BENEFITS

Employees are automatically enrolled at no cost to the employee in the Basic Life, Short-Term Disability (STD), and Long-Term Disability (LTD) underwritten by New York Life Insurance company. Employees will receive \$50,000 of Basic Life Insurance plus, Accidental Death and Dismemberment coverage, and 60% of their base salary for a qualified disability for up to 26 weeks under the STD, and 36 months under the LTD plans.

VOLUNTARY GROUP CANCER INSURANCE

Employees are eligible to enroll themselves and their dependents in a Voluntary Group Cancer plan offered by Guardian Life. Employees may enroll themselves and their eligible dependents during their initial enrollment period without any health questions. However, employees who wish to enroll after their initial enrollment period will be required to complete a medical questionnaire and may be declined due to medical history.

Additional Employee Benefits

CASUAL FRIDAYS

Blue jeans, company t-shirts or appropriate casual tops, and tennis shoes are acceptable on Fridays. If you have a question about appropriate attire, please ask your manager or refer to the Dress Code Policy Guidelines in the MWG Employee Handbook.

PAYCHECK DIRECT DEPOSIT

Paychecks are issued via Direct Deposit. Employees can set up their bank account(s) information during New Hire Pre-Onboarding process once the hire has been cleared to start by Human Resources. Pay is issued bi-weekly over 26 pay periods each year.

Paid Time Away from Work

PERSONAL TIME OFF

Employees are eligible to accrue up to 80 hours of PTO every 12 months for the use of personal time away from work. Time off may be used in **(1) hour increments** and when possible, should be requested in advance for management approval to ensure adequate staffing or scheduling conflicts within the department can be resolved if necessary. Employees may begin to request accrued PTO once they have completed **60 days** with the company. Personal time is not paid out upon resignation/termination and cannot be rolled over. PTO is accrued per pay period (3.08 hours per pay period).

2024 HOLIDAYS

Morgan White Group observes the following paid holidays. A holiday schedule is available on the MWG Dashboard under the Common Documents Section.

- New Year's Day
- Martin Luther King, Jr. Day
- Good Friday
- Memorial Day
- Independence Day (July 4th)
- Labor Day
- Thanksgiving Day and the Day After
- Christmas Eve & Christmas Day

If holiday falls on a Saturday/Sunday, please refer to the Holiday Schedule for observance dates.

For an employee to receive Holiday Pay, the employee must be in a paid status (Regular pay, PTO, or Vacation) the day prior to and the day after the holiday.

VACATION

Employees are eligible to request time off for accrued vacation beginning the 1st of the month following successful completion of the 60-Day introductory period. Employees accrue vacation as follows:

Length of Service	Annual Accrual		Accrual Hours
	Hours	Days	Per Pay Period
Hire date through 12 months	40	5	1.54
13 months through 48 months	80	10	3.08
49 months through 240 months	120	15	4.62
241 months and ongoing	160	20	6.15

- Employees do not accrue vacation allowance while on Company-approved, unpaid leaves of absence.
- Vacation plans must be submitted to management in advance to ensure adequate staffing and for resolution of scheduling conflicts within each department.
- Vacation plans for less than one full week must be approved 1 week prior to be considered as scheduled.
- A maximum of two consecutive weeks of vacation must be approved 15 days in advance of time off.
- Vacation may only be taken in increments of 4 hours.
- Employees leaving MWG for any reason will receive pay for any accrued vacation hours left as a balance.

401K Retirement Plan (Safe Harbor)

MWG sponsors a Safe Harbor 401(k) Plan. Employees may contribute up to the IRS maximum while choosing the investment options that are right for their goals. Employee deferrals may be made on a Pre-tax or Roth (after-tax) basis. The Company will match 100% of your total deferral (pre-tax plus Roth) up to 5% of your total compensation. MWG offers participation in their 401(k) Plan to all eligible employees who have completed 60 days of service and have attained 21 years of age. New participants will be automatically enrolled with a 5% Pre-tax deferral. You may waive this election or change the percentage if you would like. You may stop your deferrals or change your deferral percentage as of any future pay period. You are always 100% vested in the contributions that you have made and MWG's Safe Harbor contributions. For 2024, the maximum deferral amount is \$23,000 with an additional \$7,500 allowed for participants 50 years of age and older.

This is intended to be a summary of the MWG Benefits. For a complete description of each benefit, please refer to each benefit's full description in iSolved.