



RESOLUTION
SAN LUIS OBISPO COUNTY EMPLOYEES' ASSOCIATION
BOARD OF DIRECTORS



Restatement of Member Benefit Fund Policy

Resolution No. BR2017-002

WHEREAS, The Member Benefit Fund (“MBF” or “Fund”) has existed since approximately 1997; and

WHEREAS, The purpose of the Fund is to provide financial assistance to members in times of sudden and unexpected personal financial crisis; and

WHEREAS, The objective of the Fund is to aid Association members who have exhausted all other available options and are still in need of emergency financial assistance; and

WHEREAS, It is desirable and prudent to restate, codify, and / or modify the Board’s established policies from time to time for efficient continuity of operations; now, therefore be it

RESOLVED, By the Board of Directors (Board) of the San Luis Obispo County Employees Association (SLOCEA) that the Member Benefit Fund Policy is hereby modified, restated, and / or codified as follows:

MEMBER BENEFIT FUND POLICY

A. QUALIFYING EVENT:

1. Any SLOCEA member in good standing may apply for a financial assistance grant (Grant) under this policy for any qualifying event.
2. Qualifying events under this policy include but are not limited to:
 - i. Accidental fire or flood, or fire or flood which occurs through circumstances beyond the control of the applicant;
 - ii. Catastrophic illness or injury where the illness or injury is expected to incapacitate the employee for an extended period of time and which

creates a financial hardship because the employee has exhausted all of his/her accumulated leave;

- iii. Debilitating illness or injury of an immediate family member that results in the employee being required to take time off from work for an extended period to care for the family member, when this creates a financial hardship because the employee has exhausted all of his/her accumulated leave.
- iv. Immediate family shall mean son or daughter, including variation of step or foster, spouse, parents, grandparents, brother or sister of the employee, or corresponding relative by affinity, registered domestic partners.

B. APPLICATION PROCESS:

Members shall apply for a Grant under this policy by submitting their completed application on the form prescribed by the Member Benefit Fund Committee (MBFC).

1. All information collected or reviewed by SLOCEA staff, Directors, and/or committee members, shall be held in strict confidence.

C. GRANT APPROVAL:

1. Grants requested under this policy shall in all cases require the approval of the MBFC.
2. The MBFC may approve any Grant application, or combination of applications, up to the cumulative total of the Member Benefit Fund budget approved by the Board of Directors for a given Fiscal year.
3. No member may apply for an Assistance Grant under this policy more than one time per Fiscal year.

4. No member may receive an Assistance Grant under this policy more than one time in a 36 month period.

D. GRANT GENERAL:

1. The MBFC shall review and approve Grant requests in accordance with this policy and the MBFC Charter adopted by the Board of Directors.
2. Grants approved under this policy are not loans and no requirement exists for repayment.
3. Whenever possible, SLOCEA checks shall be payable directly to the entity or vendor which is the source of the emergency relief being sought by the applicant.

E. DENIAL / APPEAL:

1. If an application is denied the applicant may appeal such denial to the Board.
2. Such appeal shall be submitted in writing to the Association president within ten business days of the denial of the Grant application.
3. Written appeals received by any SLOCEA staff member shall be deemed timely received by the Association president.
4. Appeals that have been timely received shall be placed on the Board's agenda for review at the next regularly scheduled meeting of the Board following the receipt of the appeal.
5. Member Benefit Fund appeals shall be heard in a confidential closed session of the Board.
6. The Board shall render a decision to either uphold the MBFC decision or set the decision aside and approve the application on appeal.

7. The determination of the Board is final, binding, and shall be communicated to the appellant in writing with five days of the Board's action.

F. REPEAL / MODIFY:

The Board retains the right to alter, amend, replace, or repeal this policy at any time and without prior notice.

END POLICY STATEMENT

FURTHER RESOLVED, The forgoing policy shall take effect immediately upon the adoption thereof and shall repeal and replace any previously adopted versions of the policy.

It is so **ORDERED**.

*******CERTIFICATION*******

On a motion duly moved (Director Jim Mallon), seconded (Director Cristy Cantu), and passed, the forgoing was adopted by the **San Luis Obispo County Employees' Association Board of Directors** on this 18th day of January, 2017, during a duly noticed and convened meeting of the Board.

I so attest:

Brad Prior ()
Brad Prior, Secretary – Treasurer

RECORD OF VOTE	
YEAS	NAYS
<u>13</u>	<u>0</u>