



**TRUCKEE TAHOE AIRPORT DISTRICT  
BOARD OF DIRECTOR STAFF REPORT**

**AGENDA TITLE:** Review and Approve of Board Policy Instruction 212 – Medical Insurance Benefits for Directors and Employees – Update

**STRATEGIC PLAN:** Goal Area 2.C. INVEST: Invest in talent and the teams. 2.C.2. Review Board Policy Instructions on a 5-year basis and update as required.

**MEETING DATE:** November 29, 2023

**PREPARED BY:** Lauren Tapia – Human Resources Manager/District Clerk

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**RECOMMENDED ACTION:** Approve updated Policy Instruction 212 – Medical Insurance Benefits for Directors and Employees.

**DISCUSSION:** The purpose behind Board Policy Instruction 212 is to establish policy for providing medical insurance to Board of Directors and District employees and applies to all regular employees and all elected or appointed officials during their tenure on the Board. Updates to Policy Instruction 212 have been made to reflect the District moving from 93% employer paid monthly medical premiums to 100% employer paid monthly medical premiums. The newly proposed regular part-time employee classification has been added to Policy Instruction 212 to reflect a pro-rated 75% of employer paid monthly medical premiums. These changes are effective January 1, 2024.

**SAMPLE MOTION:** I motion to approve updated Policy Instructions 212 – Medical Insurance Benefits for Directors and Employees.

**ATTACHMENTS:**

1. Draft Policy Instruction 212 – Medical Insurance Benefits for Directors and Employees.