

SNOW VOLUNTEER PROGRAM – 2015/2016 FREQUENTLY ASKED QUESTIONS (FAQS)

- Who is eligible for this program?

Anyone with the skills to perform the duties outlined on the Snow Volunteer form is eligible for this program.

- Do Snow Volunteers get overtime?

Volunteers are not entitled to any premium pays, including shift differential, stand-by, and call back. The only time they would earn overtime would be after they worked 40 hours in the c/s position. The hours worked in the merit position are not added to the c/s hours worked.

- Are Snow Volunteers allowed to take their pay as comp time earned?

Snow Volunteers are not entitled to comp time. They must be paid for all hours worked.

- Are Snow Volunteers required to pay union dues?

This issue was discussed with AFSCME, Council 81, and it was agreed that the snow volunteers will not be required to pay union dues due to the limited amount of time involved.

- Are Snow Volunteers entitled to meal allowances?

If the conditions outlined in the Union Agreement are met, meal allowances will be issued to anyone working in the program who meets those conditions.

- How will snow volunteers be paid during their regular work hours?

Every effort will be made to return DeIDOT employees working as Snow Volunteers to their normal position during their regular work hours. Merit employees who are needed to perform storm duties during regular work hours will be paid based on their merit position salary during those hours. If the Snow Volunteer is already a casual/seasonal working for DeIDOT, and they are required to perform storm duties during regular work hours, they will be paid the casual/seasonal rate based on their regular job duties.

1. Snow Volunteers are paid at the pre-determined Casual/Seasonal rate during their non-regular merit scheduled work hours. This would include weekends or before/after their merit regularly scheduled work hours.
2. When the State has returned to regular business hours, and the Snow Volunteers' services are still required, they must obtain supervisory approval and notify their respective M&O timekeeper. They will be paid the merit rate only during their regularly scheduled work hours and the Casual/Seasonal rate for any off duty hours.
3. If the Snow Volunteer is already a casual/seasonal working for DeIDOT, and they are required to perform storm duties during regular work hours, they will be paid the casual/seasonal rate based on their regular job duties.
4. Snow Volunteers are not eligible for Comp time or Overtime in addition to or in place of their C/S rate.
5. During a Governor's Declared Day (GDD), the Snow Volunteer will receive C/S pay and will also receive GDD pay at the merit rate during regular business hours.
6. During a Delayed start because of a Governor's Declared Day (GDD) for the county that the snow volunteer lives or works, the employee will receive C/S pay and will also receive GDD pay at the merit rate for only the selected hours of the delay.

- Will Snow Volunteers receive a separate paycheck for storm duties?

Snow Volunteers who are already employed with DelDOT will receive one paycheck with combined earnings of their Snow Volunteer duties and their regular job duties. Non-DelDOT employees who work as a Snow Volunteer will receive one paycheck for storm duties.

- Who records the Snow Volunteers hours for payroll?

Business Management is responsible for recording the hours of all Snow Volunteers. Payroll and HR create a separate job record for each of the approved Snow Volunteers; only Business Management can add hours to this record. If a Snow Volunteer is also a Merit employee with self-service access in time and labor, they will still be required to submit a timesheet to Business Management.

- If, while performing storm duties, the Snow Volunteer is in an accident or gets hurt on the job, will they be covered similar to a merit employee?

Yes, Snow Volunteers would be covered by Workers' Compensation.

- How will pensions be affected by working as a Snow Volunteer?

Full-time, merit employees in the Snow Volunteer Program will have their pension deducted from their paycheck, which will include all earnings. All other Snow Volunteers will not have a pension deduction.