

Cement Masons & Plasterers Trust Funds

Physical: 7525 SE 24th Street, Suite 200, Mercer Island, WA 98040 • Mailing: PO Box 34203, Seattle, WA 98124
Phone: (877) 367-0528 • Fax: (206) 505-9727 • Website: www.cementmasonstrust.com

Administered by
Welfare & Pension Administration Service, Inc.

October 16, 2024

**TO: All Active Participants in Western Washington and Alaska
Cement Masons and Plasterers Health and Welfare Plan**

RE: Cement Masons and Plasters Health and Welfare Trust PTO Plan

This is a Summary of Material Modification describing a change adopted by the Board of Trustees of the Cement Masons and Plasterers Health and Welfare Plan ("Plan"). This information is VERY IMPORTANT to you and your Dependents. Please read it carefully and keep it with your booklet.

Effective June 1, 2024, the Cement Masons and Plasterers Health and Welfare Fund will provide a Paid Time Off ("PTO") Plan to eligible participants.

Employer Contributions

Signatory employer shall contribute to the PTO plan for all hours worked by its employees under the CBA, Associate Agreement, or other written agreement to contribute. Please note, not all CBA's call for PTO benefits at this time. Employers will contribute 2.5% of the total hourly wages paid (excluding fringe benefits) to the PTO Plan for each covered hour worked. One hour of PTO shall accrue for every 40 hours worked and contributed to the Plan. The employee's vacation contributions of \$2/hour shall be consolidated with the PTO contributions and be available from the same account.

Initial Eligibility

You become initially eligible when you have eligibility under the Health Plan and you have accrued at least one hour of PTO. PTO benefits will not be paid if benefits have not been earned by the Participant or not paid by your employer.

Use of PTO

PTO benefits are available for both vacation and sick leave. PTO can be used for the following:

- **Illness/Other Absences from Work:** You can use your PTO when you or a family member has an absence due to illness.
- **Upon Separation of Employment:** PTO can be cashed out whenever you experience a separation of employment, such as when a job ends.
- **Vacation.** PTO vacation contributions can be withdrawn to cover vacation time.
- **At the End of the Year:** You can also request a cash out of your PTO annually, so long as at least 40 hours of PTO remain available.

How to Obtain your Benefits

Contact Qualstar Credit Union at (425) 643-3400 or qualstarci.com to set up your account to obtain your benefits, or for balance inquiries and withdrawal of available funds.

If you have any questions regarding the information outlined in this notice, please contact the Administration Office at (877) 367-0528.

Board of Trustees

Cement Masons and Plasterers Health and Welfare Plan