



Community Action Team

Serving Columbia, Clatsop, and Tillamook Counties

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www.cat-team.org

To: **CAT Directors and Managers**

From: **Sherry Kluge, HR Director**

Re: **Minimum Hours needed for each month 2024 to retain benefits**

Employees hired prior to 7/1/10 must meet the .5 FTE (Half-time) worked to be eligible and retain benefits (approximately 20 hours per week)

Employees hired after 7/1/10 must meet the .625 FTE (62.5 %) worked to be eligible and retain benefits (approximately 25 hours per week)

2024 Minimum Hours Required to Receive Benefits

Month	Date	Full Time Hours	Half Time Hours (.5)	62.5 Hours (.625)	Paid Holidays
January 2024	1/5/2024	184	92	115	1/1/2024 1/15/2024
February 2024	2/3/2024	168	84	105	2/19/2024
March 2024	3/3/2024	168	84	105	
April 2024	4/5/2024	176	88	110	
May 2024	5/5/2024	184	92	115	5/27/2024
June 2024	6/5/2024	160	50	100	6/19/2024
July 2024	7/5/2024	184	92	115	7/4/2024
August 2024	8/4/2024	176	88	110	
September 2024	9/5/2024	168	84	105	9/2/2024
October 2024	10/5/2024	184	92	115	
November 2024	11/3/2024	168	84	105	11/11/2024 11/28/2024 11/29/2024
December 2024	12/5/2024	176	88	110	12/25/2024

And (Floater must be used by 12/31/2024)

Family Resource Center

125 North 17th Street
Saint Helens, OR 97051

Fiscal Office

124 North 18th Street
Saint Helens, OR 97051

Child & Family Programs

108 West B Street
Rainier, OR 97048