



Community Action Team

Serving Columbia, Clatsop, and Tillamook Counties

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www.cat-team.org

December 26, 2025

To: CAT Directors and Managers

From: Sherry Kluge, HR Director

Re: 2026 Minimum Hours Needed Each Month to Retain Benefits

Employees hired prior to 7/1/2010 must meet the .5 FTE (half-time) worked to be eligible and retain benefits (approximately 20 hours per week)

Employees hired on/after 7/1/2010 must meet the .625 FTE (62.5%) worked to be eligible and retain benefits (approximately 25 hours per week)

Month/Year Pay Date	Full Time Hours	Half Time Hours (.5)	62.5% Hours (.625)	Paid Holidays
January 2026 2/5/2026	176	88	110	1/1/2026 1/19/2026
February 2026 3/5/2026	160	80	100	2/16/2026
March 2026 4/3/2026	176	88	110	
April 2026 5/5/2026	176	88	110	
May 2026 6/5/2026	168	84	105	5/25/2026
June 2026 7/2/2026	176	88	110	6/19/2026
July 2026 8/5/2026	184	92	115	7/3/2026
August 2026 9/4/2026	168	84	105	
September 2026 10/5/2026	176	88	110	9/7/2026
October 2026 11/5/2026	176	88	110	
November 2026 12/4/2026	168	84	105	11/11/2026 11/26&27/2026
December 2026 1/5/2027	184	92	115	12/25/2026

*Employees also receive one **Floating Holiday** that must be taken during the calendar year

**Employees become eligible for paid holidays after 31 days of employment

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