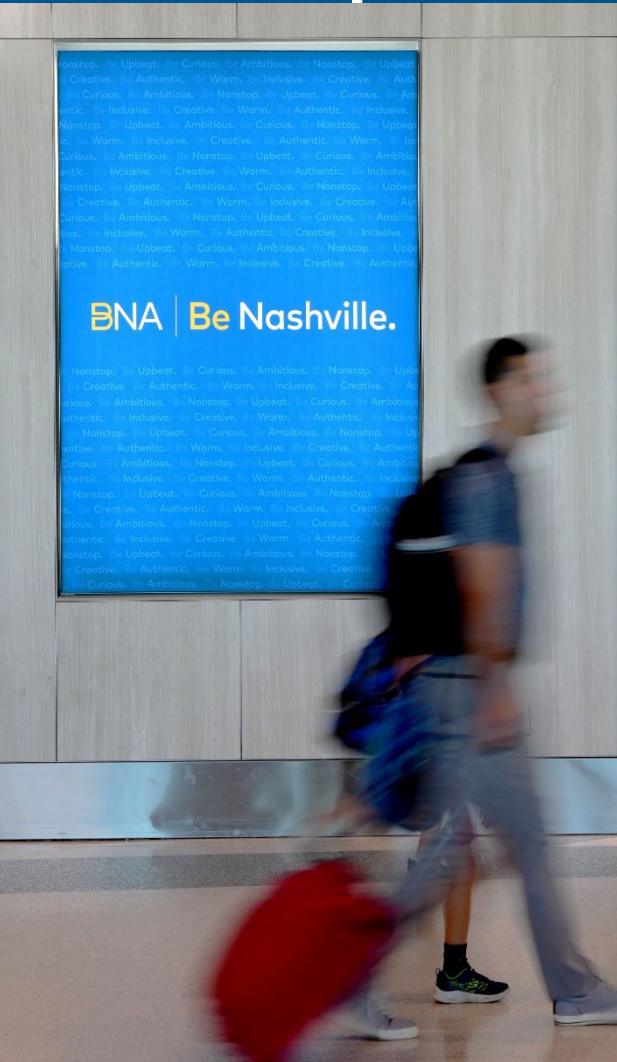


Be Enthusiastic.  
Be Fulfilled.  
Be Nashville.



## Employment Overview

*A Guide for Candidates*



## About MNAA

The **Metropolitan Nashville Airport Authority** (MNAA) owns and operates both **Nashville International Airport®** (BNA®) and **John C. Tune Airport®** (JWN®).

- **BNA** is a vital asset for Middle Tennessee and serves as a gateway to Music City and beyond.
- **JWN**, BNA's sister airport, serves the needs of regional, corporate and private aircraft. It is Tennessee's busiest general aviation airport.

*MNAA is an Equal Opportunity Employer and a drug-free workplace. For more information, please visit [flynashville.com](http://flynashville.com).*

### Vision

To be known as the premier airport for all travelers.

### Mission

To create and inspire a team dedicated to providing superior customer service, facilities, and air service in a safe and secure, warm, and welcoming environment that reflects the best of Nashville.

### Core Values

- Respect
- Integrity
- Service
- Excellence

### Strategy

To accomplish our mission, we will:

**INVEST** the resources needed to develop our employees, our facilities and the required policies and procedures to manage effectively.

**PLAN** for the future to ensure we always meet the needs of our travelers, employees, and community.

**PREPARE** for the unexpected by developing, communicating, and exercising contingency plans to guide our response to real-world incidents.

## 2023 Medical Benefits Overview

- *Eligibility: First day of employment*
- *Bi-weekly employee contributions*

PPO		HDHP	
In-Network	Out-of-Network	In-Network	Out-of-Network

Look for a participating provider in the following network: **CHOICE POS II**

### DEDUCTIBLE

	PPO In-Network	PPO Out-of-Network	HDHP In-Network	HDHP Out-of-Network
Individual	\$1,000	\$1,250	\$3,000	\$6,000
Individual + Spouse	\$1,500	\$1,750	\$6,000	\$12,000
Individual + Child(ren)	\$1,500	\$1,750	\$6,000	\$12,000
Family	\$2,000	\$3,000	\$6,000	\$12,000

### COINSURANCE

You Pay

### Out-of-Pocket Maximum

	PPO In-Network	PPO Out-of-Network	HDHP In-Network	HDHP Out-of-Network
Individual	\$3,000	\$3,500	\$3,000	\$6,000
Individual + Spouse	\$4,500	\$6,750	\$6,000	\$12,000
Individual + Child(ren)	\$4,500	\$6,750	\$6,000	\$12,000
Family	\$6,000	\$10,000	\$6,000	\$12,000

### Commonly-Used Services

	PPO In-Network	PPO Out-of-Network	HDHP In-Network	HDHP Out-of-Network
Physician Visit	\$25 copay	40% after deductible	100% after deductible	20% after deductible
Specialist Visit	\$35 copay	40% after deductible	100% after deductible	20% after deductible
Teladoc	\$49 per visit	-	\$49 per visit	-
Preventative Care Services	100% coverage	40% after deductible	100% after deductible	20% after deductible
Urgent Care Visit	\$25 copay	40% after deductible	100% after deductible	20% after deductible
Emergency Room	25% after \$150 copay	25% after \$150 copay	100% after deductible	100% after deductible

## 2023 Medical Benefits (continued)

Prescription Drugs <sup>2</sup> – 30 Day Supply Retail Pharmacy			Preventative medication <sup>3</sup> will be covered at copay \$10/\$25/\$50	
CVS/Caremark				
Generic	\$5 copay	Not Covered	100% after deductible	Not Covered
Preferred brand	\$30 copay	Not Covered	100% after deductible	Not Covered
Non-preferred brand	\$50 copay	Not Covered	100% after deductible	Not Covered

<sup>2</sup> Mail Order Pharmacy allows you to receive a 90-day supply of prescriptions.

<sup>3</sup> Contact Human Resources to obtain a copy of preventative medication list.

## 2023 Cost of Coverage Comparison

*Bi-weekly employee contributions*

Wellness	PPO Plan	HDHP Plan
Employee only	\$52.06	\$39.11
Employee + Spouse	\$137.22	\$110.04
Employee + Child(ren)	\$121.74	\$97.15
Employee + Family	\$244.98	\$195.90

Non-Wellness	PPO Plan	HDHP Plan
Employee only	\$76.06	\$63.11
Employee + Spouse	\$161.22	\$134.04
Employee + Child(ren)	\$145.74	\$121.15
Employee + Family	\$268.98	\$219.90

## 2023 Dental Benefits Overview

Dental	
Look for a participating provider in the <a href="#">DentalBlue</a> network.	
Benefits	Coverage
Annual Deductible (Individual/Family)	\$50/\$150
Maximum Annual Benefit	\$1,500
Preventive Cleaning Exams and X-Ray	100% coverage
Basic Services	80% after deductible
Major Services	50% after deductible
Orthodontics (Up to age 26)	50% after deductible
Orthodontics Lifetime Max	\$1,500

## 2023 Cost of Coverage

Coverage	Per Pay Period
<b>Dental</b>	
Employee Only	\$3.69
Employee & Child(ren)	\$7.38
Employee & Spouse	\$7.38
Family	\$10.92

## 2023 Vision Benefits Overview

### Vision

Look for a participating provider in the VSP network.

Benefits	In-Network	Out-of-Network	Frequency
Examination with Dilation	\$20 copay	Up to \$55 reimbursement	Covered once every 12 months
Eyeglass Lenses Single / Bifocal / Trifocal	Covered in Full	Single up to \$50 reimbursement Bifocal up to \$65 reimbursement Trifocal up to \$100 reimbursement	Covered once every 12 months
Frames	\$120 allowance	Up to \$70 reimbursement	Covered once every 12 months
Contact Lenses	\$105 allowance	Up to \$105 reimbursement	Covered once every 12 months

## 2023 Cost of Coverage

Coverage	Per Pay Period
<b>Vision</b>	
Employee Only	\$0.70
Employee & Child(ren)	\$1.10
Employee & Spouse	\$1.08
Family	\$1.77

## 2023 HSA Contributions

	Company Contribution HDHP Annual	Company Contribution HDHP Bi-Weekly	IRS Contribution 2023 Limits
Employee Only	\$1,200	\$46.15	\$3,850
Employee + Spouse / Children	\$1,800	\$69.23	\$7,750
Family	\$2,400	\$92.30	\$7,750
Age 55 + Catch-up	n/a	n/a	\$1,000

### HSA ELIGIBILITY:

- Must be enrolled in an HSA-qualified health plan (HDHP)
- Cannot be claimed as a dependent on another person's taxes
- May not be enrolled in Medicare, Medicaid or Tricare
- Must not have used VA benefits in the past three months (other than preventive services)

## 2023 Flexible Spending Accounts

*IRS annual contribution limits (from all sources)*

Annual FSA Maximum Contribution Limits	
Healthcare FSA	\$3,050
Dependent Care FSA	\$2,500 per person or \$5,000 married couple filing jointly

### THINGS TO CONSIDER BEFORE YOU CONTRIBUTE TO AN FSA:

- Any unused funds at the end of the year will automatically be forfeited, although you may roll-over up to \$610 to the next year.
- You cannot stop or change contributions to your FSA during the year unless you have a change in family status consistent with your change in contributions.
- You may have a Health Savings Account and a Dependent Care FSA.

## 2023 Additional Insurance Benefits

### Insurance

First Day of Employment:

	Paid by Employee	Paid by the Airport Authority
Life Insurance		2x annual earnings; max \$250,000
Accidental Death & Dismemberment		Same amount as Life Benefit

First day of the month following the hire date:

	Paid by Employee	Paid by the Airport Authority
Short Term Disability		60% of basic weekly earnings; 11 weeks maximum
Long Term Disability		60% of monthly earnings; Social security normal retirement age or if disabled at or after age 65 benefits payable according to an age-based schedule

#### GET THIS:

- Over 40% of BNA’s payroll budget is spent to supplement employee benefit costs.
- Companies our size rarely offer vision coverage. Our employees have the option of getting exams, lenses, and/or frames every 12 months.
- Our dental program offers you the freedom to use any dentist you desire. Plus, unlike most companies, we offer an orthodontics plan.
- BNA’s contributions to employees’ 401(a) (Contributory Pension) and Defined Contribution 401(1) Retirement Plan are rare benefits.



## 2023 Voluntary Life Insurance

	Employee	Spouse	Dependent Child(ren)
<b>Increments</b>	\$10,000 increments to the lesser of 5 times annual earnings or \$500,000	\$5,000 increments not to exceed 50% of employee coverage to a maximum of \$50,000	\$10,000
<b>Guarantee Issue (New Hire Only)</b>	\$150,000	\$50,000	\$10,000
<b>Benefit Reduction</b>	50% at age 70	50% at age 70	Coverage ends at age 26

## 2023 Retirement Benefits



+ BNA = \$\$

### Retirement:

	Paid by Employee	Paid by the Airport Authority
<b>457 Plan (Contributory Pension)</b> <i>Employee may contribute immediately upon hire</i>	1% of base salary (contribution of \$4,500 will maximize the employer contribution)	10% base salary into 401(a) plan
<b>401(a) (Contributory Pension)</b> <i>Employee eligible and vested immediately upon hire</i>		Contribution match only 100% match up to \$4,500
<b>Defined Contribution 401(a) Retirement Plan</b> <i>Employee eligible immediately and vested after one (1) year of employment</i>	Minimum 1% base salary (457 Plan contribution)	Airport Authority contribution: 10% base salary

**PRO TIP:**

- If you contribute 1% of your base salary to the 457 Plan, the Airport Authority will match your contribution 100% with a contribution to the 401(a) Contributory Pension.
- AND: By contributing 1% of your base salary to the 457 Plan, the Airport Authority will pay 10% of your base salary into the Defined Contribution 401(a) Retirement Plan.

## 2023 Additional Employee Benefits

### Employee Assistance

- **Legal Plan**  
*First day of the month following hire date; Paid by the Airport Authority*
- **Employee Assistance Plan (EAP)**  
*First day of employment; Paid by the Airport Authority*
- **Tuition Reimbursement**  
*One year of employment*  
*Paid by the Airport Authority (Based on established criteria)*

### Voluntary Benefits

- **UsAble**  
*Open enrollment period;*  
*Paid by employee*
  - Accident Plan
  - Cancer Care Plan
  - Critical Care Plan
  - Hospital Indemnity Plan
- **ID Shield**  
Identity Protection
- **Certified Financial Planning**  
*Open enrollment period;*  
*Paid by employee (to be reimbursed \$100)*

### Leave

- **Holidays**  
*First day of employment*  
10 paid days per year
- **Floating Day**  
*First day of employment*  
1 day per year; must be used in the calendar year when awarded
- **Bereavement Leave**  
*First day of employment*  
Up to 3 paid days (immediate family as defined by policy)
- **Catastrophic Leave**  
*Any annual leave that is not eligible for carryover will be transferred as Catastrophic Leave, up to 1,040 hours.*
- **Annual Leave**  
*Accrual begins first day of employment.*  
*Eligible to take upon accrual.*
  - **Under 5 years of service:** 17 days
  - **5-14 years of service:** 22 days
  - **15-24 years of service:** 27 days
  - **25+ years of service:** 32 days

*The amount of accrued annual leave that is **not** used by Dec. 31 may be carried over to the next calendar year.*

*The amount of annual leave eligible for carryover is the total number of hours accrued by the employee over the previous three (3) years.*

## Recent Awards & Honors



Garage 1 received the **Parksmart Silver Certification** in 2022

Earned the **2022 Award of Excellence** and was named the **2022 Airport of the Year** by the Tennessee Aeronautics Commission



Nashville Business Journal named BNA President and CEO Doug Kreulen, **2022 Most Admired CEO**

Selected as **2022 Inclusion Champion for Medium Hub Airports** by Airports Council International-North America



Design-Build Institute of America named BNA's **Concourse D and Terminal Wings one of the nation's "Best Design-Build Projects"** in 2022

Awarded **Certificate of Achievement for Excellence in Financial Reporting** from the Government Finance Officers Association for Fiscal Year 2022



Named the **7<sup>th</sup> Best Airport in the U.S.** by Best Life Magazine in 2022

Recognized with **"Conde Nast Traveler's Readers' Choice Awards: 9<sup>th</sup> Best Airport in the U.S."** in 2021



**Terminal 1 Garage and BNA's Airport Administrative Building** received the **Prestigious Award of Excellence** from Associated General Contractors of Tennessee in 2021



**BNA ranked #8 among Large Airports** in J.D. Power's 2021 North America Airport Satisfaction Study



Named **Most Efficient Airport in North America (5-15 Million Passengers Category)** and received an **Airport Benchmarking Award** from Air Transport Research Society in 2021



Concourse D received **USGBC's LEED Silver certification** for sustainable design and construction in 2020

## Making a Positive Impact on our Community

BNA is an integral part of the Nashville community, and we are dedicated to improving the city and connecting with like-minded businesses and organizations. We take pride in our warm, caring, and giving spirit. It's Southern hospitality at its best!

### BNA 5K On The Runway

How often do you get to run or walk on a runway? That's what the **BNA® 5K on the Runway** is all about—that and supporting community organizations. Our most recent BNA 5K took place in August 2021 and was a tremendous success! The sold-out event raised \$70,000 for the **Tunnel to Towers Foundation** and **Urban League of Middle Tennessee**.



### BNA Aviation Golf Classic

Each year, we host a charity golf tournament as a fundraiser for incredible community organizations. In October 2022, our **26th annual BNA® Aviation Classic** raised more than \$70,000 for the **Nashville Cherry Blossom Festival**, The BNA Historically Black Colleges and Universities *Give Back Initiative* in support of Fisk University, McGavock High School's Academy of Aviation and Transportation, and the MTSU Charlie and Hazel Daniels Veterans and Military Family Center. It's one of our longest traditions that has done so much good over the years.



### Employee Giving Campaign

Our employees believe in giving back, too—and they do! One example is the voluntary employee giving campaign we hold every year to benefit United Way partner agencies. Our 2022 giving campaign raised more than \$38,000 that will help those in need right here in our community. This speaks volumes about the people who work at BNA. By giving what they can, our employees make a big difference. We're incredibly proud of that.





## Relocating to Nashville?

If you don't live in the Nashville area, take it from us: It's a place you'd be proud to call home. We're on the map as an "It City," and it's not hard to see why. From music and the arts to food, sports, scenic beauty, and more, relocating to Music City may just be one of the best decisions you could make!

- Explore Nashville via the Nashville Convention and Visitors Corporation's [Guide to Nashville](#)
- [Click here](#) for the Nashville Chamber of Commerce's [Live It Nashville](#) guide to working and living in the Nashville region.



Be Creative.  
Be Diverse.  
Be Innovative.  
Be Nonstop.  
Be Nashville.

**BNA**<sup>®</sup>

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