

Buffalo County Resolution



Drafted By:
Sonya J. Hansen
Presented Month/Year:
October 2018
Involved Committees:
Human Resources

County Department:
Administration
Fiscal Impact: YES / NO
AC Approved: YES / NO

RESOLUTION # 18-10-03

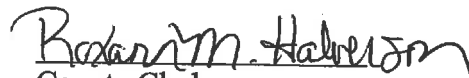
A RESOLUTION TO AMEND POLICY NO. 302 THE BUFFALO COUNTY EMPLOYEE HANDBOOK

WHEREAS, the current Buffalo County Handbook requires the Buffalo County Board of Supervisors to authorize by resolution any amendments to the Employee Handbook; and,

WHEREAS, the Human Resource Committee has recommended changes to the Other Insurances section of the Buffalo County Employee Handbook to add a group vision plan and modify the when coverage may cease due to an employee separation from employment effective January 1, 2019, a copy of which is attached as Exhibit A and to be incorporated herein and to become a part of this resolution.

NOW, THEREFORE BE IT RESOLVED, that the Buffalo County Board of Supervisors hereby amends POLICY 302- OTHER INSURANCE of the Buffalo County Handbook effective January 1, 2019. A copy of the amended policy is attached as Exhibit A and to be incorporated herein and to become a part of this resolution.

Adopted at a duly called and noticed meeting of the Buffalo County Board of Supervisors on the 22 day of October, 2018.


County Clerk

ATTEST:


County Board Chairperson

Respectfully Submitted:

Human Resources Committee

Larry Grisen
Larry Grisen

Excused
Bernard Brunkow

Donald A. Hillert
Donald A. Hillert

Nathan Nelson
Nathan Nelson

Excused
Michael L. Taylor

ANTICIPATED FINANCIAL IMPACT STATEMENT

None

Finance Committee

Donald Hillert
Donald Hillert

Larry Grisen
Larry Grisen

David Banzinger
David Banzinger

Nettie Rosenow
Nettie Rosenow

Excused
Mary Anne McMillan Well

POLICY 302. OTHER INSURANCES

1. Life Insurance:

- 1.1 Life insurance is available for employees who are covered under Wisconsin Retirement Plan.
- 1.2 Employees must apply within the first thirty (30) days of employment. Employees applying after the thirty (30) days will be considered as a late enrollee.
 - 1.2.1 Late enrollees must complete insurability application and be approved by the insurance company.
- 1.3 The effective date for coverage will be the first of the month after thirty (30) days of employment.
- 1.4 Payment for life insurance premiums will be made in twenty-four (24) equal payments through payroll deductions throughout the year.
- 1.5 Life insurance coverage will cease the last day of the calendar month in which the employee separates from employment.

2. Worker's Compensation:

- 2.1 Immediate notification shall be given to the County Administrative Office by the Department Manager when an employee is injured on the job or suffers from job-related injury at work.
 - 2.1.1 All employees injured at work must call the nurse help line after their Department Manager is notified.
 - 2.1.2. An employee may become eligible for certain benefits under the Worker's Compensation Act of the State of Wisconsin.
 - 2.1.3. This Act provides weekly compensation payments based on the salary rate of the employee.

Policy 302. OTHER INSURANCES
Effective Date: May 31, 2015
Revised Date: January 1, 2019~~23~~, 2017

Buffalo County
Employee Handbook

3. Group Dental Plan:

- 3.1 The County will make available a voluntary group dental plan. Employees who participate in the plan will pay the entire premium in twenty-four (24) equal payments through payroll deductions throughout the year.
- 3.2 Coverage will be effective the first of the month after thirty (30) days of employment.
- ~~3.3 Coverage will cease the last day of the calendar month in which the employee separates from employment. one (1) month after separation from employment.~~
- 3.4 Employees may apply for coverage at Open Enrollment annually. No late enrollments are allowed unless the employee has a qualifying event.
- 3.5 The plan document is available for review in the Administration Department.

4. Group Vision Plan:

- 4.1 The County will make available a voluntary group vision plan. Employees who participate in the plan will pay the entire premium in twenty-four (24) equal payments through payroll deductions throughout the year.
- 4.2 Coverage will be effective the first of the month after thirty (30) days of employment.
- 4.3 Coverage will cease the last day of the calendar month in which the employee separates from employment.
- 4.4 Employees may apply for coverage at Open Enrollment annually. No late enrollments are allowed unless the employee has a qualifying event.
- 4.5 The plan document is available for review in the Administration Department.