

SALINE COUNTY PERSONNEL POLICIES AND PROCEDURES

EFFECTIVE DATE: 03-17-20
SUPERSEDES: 11-29-16

SECTION NO. 30 PAGE 1
POLICY NO. 13 OF 2

SUBJECT: Health and Dental Insurance

SCOPE: All Employees of Saline County

1. Employees regularly working 30 or more hours per week shall be eligible for group health and dental insurance the beginning of the month following completion of thirty (30) days of employment.
2. Employees will pay \$30.00 per month of the individual health premium and Saline County will pay the remainder of the individual monthly health premium. The \$30.00 per month employee contribution will be waived for the following plan year if the employee completes a wellness/routine physical with a Physician by June 30th of each year.

For new enrollees after the beginning of the plan year has started:

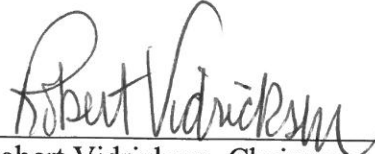
- a. Employees enrolled in benefits on or before January 1 automatically receive the wellness discount for the remainder of the current plan year, but must complete the wellness/routine physical with a Physician by June 30th in order to keep the incentive for the following October 1 plan year.
- b. Employees enrolled in benefits after January 1 of each year automatically receive the wellness discount for the remainder of the plan year and the following plan year but must complete the wellness/routine physical with a Physician by June 30th of the subsequent plan year in order to keep the incentive for that October 1 plan year.

By applying in writing, the employee may enroll their dependents in the group Health Plan. Saline County shall pay 75% of the total premium minus \$30.00 per month for insurance eligible employees. The \$30.00 per month employee contribution will be waived for the following plan year if the employee completes an annual wellness physical with a Physician by June 30th of each year.

The County will pay 100% of the individual premium for dental insurance eligible employees. By applying in writing, the employee may enroll their dependents in the group Dental Plan. Saline County shall pay 74% of the total premium.

3. Employees who enroll their families under the group health and dental insurance shall authorize the County to deduct their portion of the monthly premium from their paychecks.
4. Employees who retire from the County may continue the insurance until age 65 by paying the total monthly premium to the Payroll/Benefits Coordinator.
5. Employees who leave the employment of the County will continue under the group plan through the end of the month in which they last worked. After that, if they wish, they may continue coverage by paying the full premium as allowed by the COBRA regulations.
6. A temporary, intermittent or part-time employee who is transferred to a position working regularly 30 or more hours per week may enroll in the insurance program at the first of the month following the first full month of 30 or more hours of work per week.

7. Specific benefits and exclusions are outlined in the booklet(s) prepared by the Insurance Carrier(s).
8. An open enrollment period will be held each year to allow employees to change coverage. Generally, this will be done in August or September to be effective October 1.

A handwritten signature in black ink, reading "Robert Vidricksen". The signature is written in a cursive style with a large initial "R".

Robert Vidricksen, Chairman
Saline County Board of Commissioners