



## OCWCOG Summary of Employee Benefits 2017-2018

OCWCOG provides a generous and comprehensive benefits package for employee's working **30 hrs/wk or more**. Family members, including qualified domestic partners, are covered under most OCWCOG benefits. Benefit summaries are provided in this packet.

- **Medical Insurance**

Employees have 9 Medical plans to choose from:

- Evergreen Connexus (HDHP – HSA)
- Dogwood Connexus
- Evergreen Synergy (HDHP – HSA)
- Dogwood Synergy
- Birch Connexus
- Birch Synergy
- Alder Synergy
- Kaiser Permanente Plan 1
- Kaiser Permanente Plan 2

These plans are provided through Oregon Educators Benefits Board (OEBB) Moda Health and Kaiser. Coverage will begin the first day of the month following 30 days of employment. Open enrollment for adding dependents or changing medical plans is held during the month August and September, or by Qualified Status Change (QSC). If choosing to OPT out, please complete the OPT out form and turn in to HR.

- **Cost Sharing**

**See the rate sheet for 17-18 plan selections**

- **Dental** coverage is provided through Delta Dental (Moda) Plan 5 or through Willamette Dental
- **Vision** coverage is provided through Moda Health Vision Pearl Plan or through VSP Choice Plus Plan.
- **Basic Life and AD&D insurance** is provided through The Standard Basic Coverage is \$50,000. Dependent life insurance is \$2,000, Voluntary Life insurance is also available to you through payroll deduction.
- **Long-term disability** is provided equivalent to 60% of an employee's basic salary. Benefits commence after 90 days of continuous total disability.
- **Short-term disability** is provided for management only.

### **Requirements for Participation in the Health Savings Account (HSA)**

- You must be a regular or limited term employee (*temporary employees and interns are not eligible*)
- You must be working 30 or more hours per week, and are covered on the agency provided health insurance plan;
- You must enrolled in employer provided **Evergreen Connexus** or **Evergreen Synergy** and,
- You are not covered on any other health insurance, including Indian Health Services, Medicare, or Veterans Insurance Benefits;

**If you do not meet the above requirements you are not eligible to participate in an HSA and must decline the HSA and return the signed form to Payroll. You may be eligible to participate in an FSA if you meet the requirements listed below in the FSA section.**

In accordance with I.R.C. 223-HSA'S. Probationary employees who are eligible for an HSA, will have pro-rated contributions made by OCWCOG based on the remaining months in the calendar year from the date their insurance becomes effective, upon successful completion of their probationary period.

Employer's contributions to the HSA are as follows:

- By January 5, 2018 if enrolled in employer provided **Evergreen Connexus** or **Evergreen Synergy**, employer will contribute \$1,200 for single health insurance coverage, or \$2,600 for two or more covered on health insurance (*this includes domestic partner coverage*).
- By October 5, 2018 if enrolled in employer provided **Evergreen Connexus** or **Evergreen Synergy** on October 1, 2018, employer will contribute \$300 for single health insurance coverage, or \$400 for two or more covered on health insurance (*this includes domestic partner coverage*).

IRS Rules regarding HSA contribution limits are as follows:

- The maximum annual contribution, including the employer contribution for single coverage is \$3,450 annually. The maximum annual contribution, including the employer contribution for 2-party or family coverage is \$6,900 annually. (*NOTE: You may contribute an additional \$1,000 over the maximum annual contribution if you are 55 years or older*)

*Please remember, if you have domestic partner coverage your contribution, including the employer's contribution, cannot exceed the maximum of \$3,450 annually. As well, your domestic partner's medical/dental/vision expenses cannot be reimbursed through the HSA.*

**Requirements for Participation in the Flexible Spending Account (FSA) – employer contributes up to \$300:**

- You must be a regular employee (*temporary employees and interns are not eligible*);
- You must work less than 30 hours a week;
- The employee **can** make contributions through monthly payroll deduction to a maximum combined contribution (*staff plus employer*) of \$2,650.

**If you are eligible for the FSA and are declining this benefit, please complete both the decline section of the Health Equity FSA enrollment form, as well as the attached declination of FSA.**

**Requirements for Dependent Care Reimbursement Account (DCRA).**

- You must have qualifying dependent;
- You must have a fully completed W-9 on file for the dependent care provider; and,
- You cannot contribute more than \$5,000 per year (*See IRS rule below*).

By IRS rules, married individuals who file separate tax returns are limited to a \$2,500 contribution annually. You may contribute up to \$5,000 if you are married and file a joint tax return, provided both you and your spouse each earn more than \$5,000 annually. If one of you earns less than \$5,000 during the year, you are limited to a maximum spending account contribution equal to the salary of the lowest-earning spouse.

## **PERS (Oregon Public Employees Retirement System)**

There is a six-month waiting period after the start of an employee's employment with COG before becoming a member, unless an employee came to COG within the same month as leaving another employer where they were a PERS member. An employee must work at least 600 hours a year to qualify (full-time is considered 2080 hours a year). COG pays both the employer's percentage, and the employee's 6% contribution. In addition to PERS, COG pays into Social Security.

## **Credit Unions**

COG employees are eligible to join Benton County Schools Credit Union 2101 Professional Dr Corvallis 541-754-7765 or Central Willamette Credit Union, located at 645 Waverly Dr. SE, Albany, 928-4536 and at 555 NE Circle Blvd., Corvallis, 758-2181. Toledo employees are eligible to join TLC Credit Union, located at 1625 Pacific Coast Scenic Byway, Newport, 265-8182.

## **Deferred Compensation**

Employees can volunteer to participate in COG's Deferred Comp plan. COG currently carries deferred comp plans through Waddell & Reed, and/or Valic. If interested in more information, employees may contact:

*WADDELL & REED*  
Linda Kjerulf  
(541) 967-9328

*VALIC*  
Colin McDonnell  
(541) 687-2221 Ext. 2

## **Long-Term Care Insurance**

Employees can elect to enroll in Long-Term Care insurance coverage through a payroll deduction. For detailed information about the basic plan coverage and additional coverage options, please ask Human Resources.

## **Employee Assistance Program (EAP) Access Code is OEBC**

COG provides an EAP for employees and their immediate family members, at no cost to the employee. This assistance program is provided so employees and/or families can obtain the right kind of help to resolve problems that may be affecting job performance or quality of life. COG's HR Manager can provide you with more information about the EAP.

## **Leave**

### **Holidays**

COG provides 10½ fixed holidays plus two personal days during each fiscal year. The personal days cannot be carried over from one fiscal year to the next ("use it or lose it"). Probationary employees are not allowed to use personal days until after successfully completing the probationary period.

### **Sick Leave**

Full time employees accrue eight hours of sick leave each month. Part time employees accrue a pro-rated amount. Temporary employees are eligible for up to 40 hours of paid sick leave per year. An employee on trial service can use accrued sick leave while still on trial service.

### **Vacation**

Full time employees accrue vacation leave each month according to the following schedule:

0 - 36 months	8 hours/month
37 - 72 months	10 hours/month
73 - 144 months	14 hours/month
145 months & above	16 hours/month

Part time employees accrue vacation leave on a pro-rated basis. An employee on trial service cannot use accrued vacation leave while still on trial service.

## **Union**

All employees, other than temporary or management, are members of the Bargaining Unit and must pay Union dues, whether a member or not. Union dues are currently 1.7% of the employee's monthly salary, plus an additional \$2.75/mo for OPEU issues (\$1.37/mo for part-time employees). Employees unable to participate in the Union due to a religious reason must donate the money to a non-religious charity or another charitable organization that is mutually agreed upon by the employee and the Union.

Other benefits available to COG employees are the option of a mid-month advance on their pay, direct deposit of paychecks, flexible work schedules, compassionate leave, leaves of absence either with or without pay, and options to participate in tax deferred flex spending plans such as Dependent Care, Premium Only, and/or the Medical Expense Reimbursement Plan.

*This is only a general description of the benefits offered through employment with Cascades West Council of Governments. Every effort has been made to ensure its accuracy. All applicable laws, rules, collective bargaining agreements or official plan documents prevail over this document.*

## HELPFUL NUMBERS TO KNOW

### INSURANCE

*Moda Health Insurance (Medical & Rx)*  
**1-866-923-0409**  
[www.modahealth.com/oebb](http://www.modahealth.com/oebb)

*Moda (Vision)*  
**1-866-923-0409**  
[www.modahealth.com/oebb](http://www.modahealth.com/oebb)

*The Standard Life Insurance*  
**1-866-756-8115**  
[www.standard.com/mybenefits/oebb](http://www.standard.com/mybenefits/oebb)

*The VSP Vision Choice Plus Plan*  
**1-800-877-7195**  
[www.vsp.com](http://www.vsp.com)

*MODA (Dental)*  
**1-866-923-0409**  
[www.modahealth.com/oebb](http://www.modahealth.com/oebb)

*WILLAMETTE (Dental)*  
**1-800-460-7644**  
[www.WillametteDental.com/oebb](http://www.WillametteDental.com/oebb)

*Kaiser*  
Member Services **1-800-813-2000**  
[my.kp.org/oebb](http://my.kp.org/oebb)

### RETIREMENT

*PERS (Employer # - 2545)* <http://oregon.gov/PERS/MEM/index.shtml> **1-888-320-7377**

### DEFERRED COMPENSATION

*Waddell & Reed,*  
Linda Kjerulf  
**(541) 967-9328**

*Valic*  
Colin McDonnel  
**(541) 687-2221 Ext 2**  
Mail to: [colin.mcdonnel@aigretirement.com](mailto:colin.mcdonnel@aigretirement.com)

### CREDIT UNIONS

*Central Willamette Credit Union*  
645 Waverly Drive **928-4536**  
Albany, OR 97321

*TLC Federal Credit Union*  
1625 Pacific Coast Scenic ByWay  
Newport, OR 97365 **(541) 265-8182**

*Benton County Schools Credit Union*  
2101 Professional Dr. **(541) 754-7765**  
Corvallis OR 97330

*Pacific Spruce Federal Credit*  
727 NW "A" Street (541) 336-2321  
Toledo OR 97391

### EMPLOYEES UNION

*SEIU Local 503 OPEU (Union)* <http://www.seiu503.org/> **1-800-452-2146**

### OTHER EMPLOYEE AGENCIES

*Social Security* **1-800-452-1654**

*Employee Assistance Program* **1-866-750-1327**  
Eugene/Springfield **541-344-6929**  
Corvallis **541-754-8004**  
**Group Code OEBB**