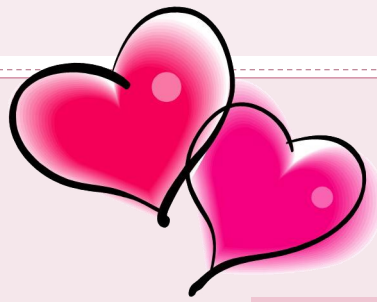


Employee Newsletter February 2019

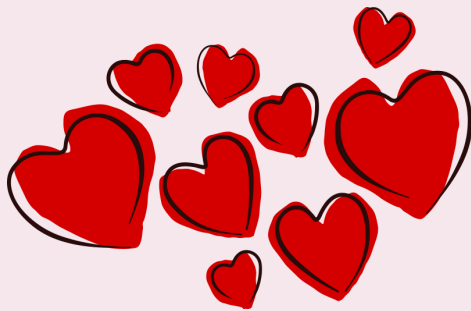


Birthday Wishes

02/09	Karla Kramer	Prosecutor's Office
02/09	Vicki Robinson	Public Admin Office
02/10	Angela Platz	Public Admin Office
02/10	Danica Wallace	Sheriff's Office
02/12	Andrew Boster	Prosecutor's Office
02/27	Chase Harrington	Sheriff's Office

Thank You Maintenance!

It's been a bad few weeks as far as the weather is concerned and our maintenance guys have worked hard over the past two weekends to keep the snow and ice cleared around the Courthouse, Sheriff's Office, and the Annex. We know it can be a thankless job. Thank you Joe and Dale!



Services Anniversaries

02/11	1 yr	Pamela Mihalevich	Sheriff's Office
02/25	1 yr	Joe Clark	Sheriff's Office
02/25	1 yr	Jacob Reeves	Sheriff's Office

Important 2019 Dates

Tuesday February 12	County Offices Closed Lincoln's Birthday
Monday February 18	County Offices Closed Presidents' Day
Sunday March 31	Last Day to Submit RDA Claims for 2018
Sunday March 31	Last Day to Submit FSA Claims for 2018





EMPLOYEES DO NOT HAVE TO REACH OR MEET THEIR DEDUCTIBLE IN ORDER TO SUBMIT FOR RDA REIMBURSEMENTS

2018 Reimbursable Deductible Allowance (RDA) Benefit Submission Deadline

Employees have until March 31, 2019 to take advantage of Group Benefit Services (GBS) Reimbursable Deductible Allowance for any eligible 2018 expenses.

Through RDA, a portion of out of pocket expenses applied to your deductible and co-payments throughout the year can be reimbursed. *For example: A single person with the Base Medical Insurance Plan (\$2500 deductible) can be reimbursed up to \$500 of their paid deductible and co-payments annually.*

To receive a reimbursement, employees simply submit payment receipts and Explanation of Benefits (EOB) statements from the insurance company along with a completed RDA Claim Form to GBS either by mail, fax, or through employee's online GBS account.

Mail: GBS
1736 E Sunshine Suite 200
Springfield, MO 65804

FAX: 1(417)883-8261

RDA Claim Forms, for mail or faxed submissions, can be obtained at Human Resources at : (660)234-7914 or hrohn@adaircomo.com.

50% of unused RDA allowances, not claimed by March 31st each year, carries over into the following year with a maximum cumulative carryover limit not to exceed your annual deductible amount.

2018 Flexible Spending Account (FSA) Submission Deadline

You have until March 31, 2019 to submit paper FSA reimbursement forms for any 2018 eligible expenditures. Any 2018 contributions left in your Flexible Spending Account (aka Flexible Benefit Account) will be forfeited after this date. FSA balance information can be found on your GBS online account or you can call GBS at 1(800) 995-3569 for account information.

To receive a reimbursement, employees simply submit payment documentation (receipts) along with a completed FSA Claim Form to GBS either by mail, fax or through employee's online GBS account.

Mail: GBS
1736 E Sunshine Suite 200
Springfield, MO 65804

FAX: 1(417)883-8261

FSA Claim Forms, for mail or faxed submissions, can be obtained at Human Resources at : (660)234-7914 or hrohn@adaircomo.com.

Insurance Cards

Information about insurance cards:

- Only employees that added coverage and/or dependent coverages will be sent new insurance cards for 2019.
- Medical and prescription coverage, preferred benefits such lab and radiology information will all be on the same card.
- Members will receive separate cards for dental and vision coverages.
- All insured members have the same Group#.
- All cards will be issued under the EMPLOYEES NAME ONLY (The employee's name will appear on every card even spouse and dependent cards).
- All insured members will have the same Member ID# (The employee's ID# will be on every card even spouse and dependent cards as claims will all be billed through the employee).
- The insurance cards are small and not all benefits are listed. So it is important that you read through your insurance plan packet prior to visiting your provider. It could save you a lot in out of pocket expenses.

If you have not received your new insurance cards or have issues with your new cards, please contact Human Resources at (660)234-7914 or hrohn@adaircomo.com.

GBS health plan members can use

MinuteClinic services

with no copay!

Adair County employees that travel frequently may be interested in the CVS Minute Clinic benefit .

MinuteClinics can be used to treat several conditions or receive various services, including:

- Minor Illnesses
- Allergy symptoms
- Flu-like symptoms
- Mouth and oral conditions, including pain
- Upper respiratory infections
- Urinary tract and bladder infections
- Minor Injuries
- Bug bites and stings
- Minor cuts, blisters, and wounds
- Sprains, strains, and joint pain
- Skin Conditions
- Acne
- Chicken pox
- Dermatitis, rash, and skin irritation
- Lice
- Poison ivy and poison oak
- Rosacea
- Shingles
- Sunburn
- Physicals
- Screenings
- Vaccinations



To find a CVS clinic near you:

- Visit minuteclinic.com
- Get the CVS Pharmacy® mobile app
- Call us at 1.866.389.ASAP (2727)

MinuteClinics are:

- Open every day, including evenings
- No appointment necessary
- View wait times and hold your place in line go to minuteclinic.com or the CVS Pharmacy® app
- Text notifications when next in line



Federal Tax Form 1095-C

Employees will be getting a form 1095-C with **their February 1, 2019 paychecks.**

Adair County must send an annual statement to all employees eligible for coverage describing the health insurance available to them.

Form 1095-C contains information about who provides health insurance, as well as other information about the health coverage that was offered to you.

Keep your 1095-C for your records with your other important tax documents. While you will not need to attach your 1095-C to your tax return or send it to the IRS, you may use information from your 1095-C to help complete your tax return.

Life Insurance and Investment Accounts: Are Your Beneficiaries Up-To-Date?

It's important to name and update policy beneficiaries; otherwise, your assets will transfer according to the benefit plan's default beneficiary provision.

It is especially important to update your beneficiaries after life events such as new baby, marriage, divorce, an approaching retirement or job change.

Most full time Adair County employees will need to name beneficiaries for the following benefit plans:

- Group Benefit Services (GBS) Life Insurance
- LAGERS Public Pension
- CERF Public Pension
- Optional CERF Retirement Savings Plans (Administer through Empower Retirement)
 - 457(b) Savings Plan
 - 401(a) Savings Plan

If you are unsure about your current beneficiary designations on file or would like to update your beneficiary designations, please contact Human Resources at (660)234-7914 or email hrohn@adaircomo.com or you can contact each plan administrator directly using the information below.

GBS- (800)995-3569

LAGERS- (800)447-4334

CERF Pension- (877)632-2373

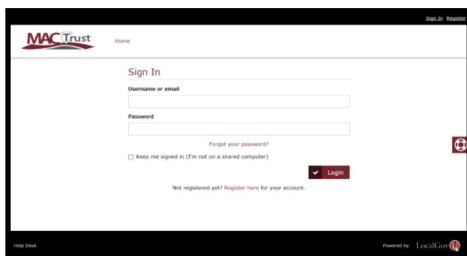
CERF Retirement Savings (Empower Retirement)-(800)701-8255

FREE ONLINE TRAINING (POST APPROVED) MISSOURI ASSOCIATION OF COUNTIES (MAC)

MAC Trust/LocalGovU offers more than 300 courses covering topics ranging from human resources, safety, management, and productivity to law enforcement and corrections.

MAC Trust/LocalGovU is the leading provider of online training and e-Learning for local governments nationwide and works directly with cities, counties and risk management groups to provide high quality, accredited training that reduces liability and mitigates risk.

MAC Trust/LocalGovU now has 105 Missouri POST approved courses (55+ HOURS) for Law Enforcement and Corrections Officers. Each course takes approximately 30 minutes to an hour to complete, and qualifies for 1/2 to 1 HOUR of CEU training credit per course.



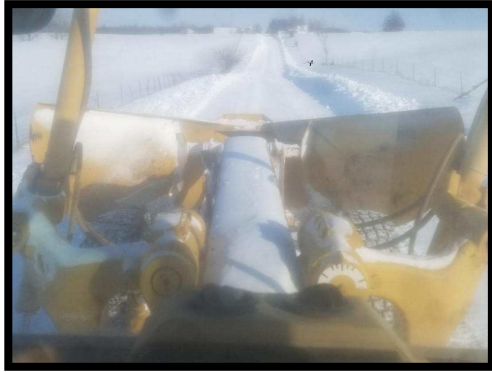
Please visit the MAC Trust Online University (LocalGovU) website at:

<https://www.localgovu.com/mactrust/>

to establish a user account and start taking advantage these free online training courses today!

News From Around the County

Big Thanks To the Road & Bridge Crew!



Back to back heavy snowstorms and drifting snow made Adair County rock roads a complete mess over the last few weeks. The guys at Road & Bridge worked crazy hours (working 16-18 hour days for days on end) in terrible weather conditions to make sure Adair County Residents could get to work, school, etc. Many of us

who live on a rock road especially appreciated all the hard work and effort.

Thank you Road & Bridge crew!



Commissioners Present Check to OATS Transit

Kirkville, Missouri, January 28, 2019- Adair County Commissioner's presented a check, on behalf of Adair County, to representatives of OATS Transit. The \$1,500 check presented to OATS Transit will be used to offer shared-ride, demand response, door-to-door service in Adair County.

The mutual partnership, supported by the Commissioners, ensures that Adair County citizens have access to reliable and affordable transportation in Northeast Missouri.



Participants in the check presentation included:

Left to right: Mark Thompson- 2nd District Commissioner, Dixie Daffron (seated)-OATS Board Member , Gloria Kwok-OATS Board Member, Mark Shahan-Presiding Commissioner, Kim Kreigel-OATS Board Member, Ruby Dunbar-OATS Board Member, Bill King-1st District Commissioner, Stella Patinio-OATS Driver.

EMPLOYEE SPOTLIGHTS



Name: Tracy Hunter
Department: Recorder's Office
Title: Deputy
Years of Service: 2

What do you enjoy most about working for Adair County?

I love the laid back environment, usually low stress, and I love my boss and co-worker.

What do you enjoy doing when you are not at work?

I enjoy hanging out with my husband and playing with my 2 grandkids on weekends.

What is your favorite movie, book, TV or Netflix series?

I love to watch "A Million Little Things" and "The Good Doctor".

What is the craziest thing you've ever done?

I went white water rafting in Tennessee a couple years ago, and I loved it!

Who would you most like to swap places with for a day?

I don't know-Even though I have normal everyday problems, I am pretty content with my life.

If you could visit anywhere in the world you've never been, where would you go?

Hawaii

What are some of your pet peeves?

Cars that don't go the speed limit especially at lunchtime and McDonalds messing up my orders.

What's your secret talent that no one knows about?

I am really awesome at Pac Man!



Name: Karla Kramer
Department: Prosecuting Attorney's Office
Title: Legal Assistant
Years of Service: 16

What do you enjoy most about working for Adair County?

I love my job. Matt (Wilson) is an AWESOME boss and my co-workers/friends are very supportive and great to work with everyday. I like that the county's offices, through adversities, come together to get the job done and can come together as friends and family during illness, death, or celebrating the holidays and birthdays.

What do you enjoy doing when you are not at work?

I love to travel when I can. I also enjoy spending time with my kids and family.

What is your favorite movie, book, TV or Netflix series?

Favorite movies: The Way We Were and While You Were Sleeping. **Favorite Netflix:** Grace & Frankie, Santa Clarita Diet, and The Ranch (bring back Rooster! :)

What is the craziest thing you've ever done?

Took my kids on the Log Ride at Adventureland Park...just ask my co-worker Dana!

Who would you most like to swap places with for a day?

If I could also go back in time too, it would be Jackie Kennedy.

If you could visit anywhere in the world you've never been, where would you go?

I would love to go to Italy. My dream is to have a vacation home there someday.

What are some of your pet peeves?

When someone touches me with damp/wet hands. It's just gross!!!!

What's your secret talent that no one knows about?

Not a great talent, but I can pick stuff up with my toes/feet which is a great time saver when cleaning. LOL