

# EMPLOYEE NEWSLETTER

## NOVEMBER 2022

### Birthday Wishes

11/06	Pam Ashford	Assessor's Office
11/09	Andrew Irvine	Sheriff's Office
11/12	Shelley Story	Public Admin
11/18	Hayden Coin	Road & Bridge
11/18	Travis Williams	Sheriff's Office
11/21	Mark Shahan	Commissioner
11/26	Stephen Zicko	Sheriff's Office

### Important 2022 Dates

Sunday November 6	Daylight Saving Time Ends
Thursday November 10	Free Fall Feast (see pg. 5)
Friday November 11	Veteran's Day County Offices Closed
November 16-21	GBS Insurance Open Enrollment
Thursday November 24	Thanksgiving Holiday County Offices Closed
Friday November 25	Thanksgiving Holiday County Office Closed
Tuesday December 13	Christmas Carry-In (see pg. 5)
Monday December 26	Christmas Holiday County Offices Closed
Wednesday December 28	Retirement Open House for Pat Shoush (see pg. 5)

### Welcome New Employees

Destin Gooch Sheriff's Office

Rebecca Story Prosecuting Attorney's Office

### Service Anniversaries

11/19	4 yrs.	Justin VanDolah	Juvenile Office
11/26	4 yrs.	Kent Bryant	Assessor
11/28	17 yrs.	Joe Nicol	Maintenance
11/30	1 yr.	Joe Wyatt	Sheriff's Office



## Health Insurance Medical Plans Base Plan Vs. Buy-Up Plan

COST	Base Plan		Buy-Up Plan	
<b>Bi-Monthly Premium Payroll Deduction</b>  <i>*Adair County may have an increase in premium costs for 2023</i>	Employee Only	\$0.00*	Employee Only	\$25.00*
	Employee & Children	\$120.43*	Employee & Children	\$165.43*
	Employee & Spouse	\$181.91*	Employee & Spouse	\$231.91*
	Employee & Full Family	\$302.34*	Employee & Full Family	\$397.34*

BENEFITS		Base Plan		Buy-Up Plan		
		In Network	Out of Network	In Network	Out of Network	
<b>Deductible</b> <i>(Employee out of pocket expense, prior to coinsurance being applied)</i>	Single	\$2,500	\$5,000	Single	\$1,500	\$3,000
	Family Unit	\$5,000	\$10,000	Family Unit	\$3,000	\$6,000
<b>RDA</b> <i>(Amount employee can get reimbursed for deductible expenses &amp; Co-pays)</i>	Single	\$500	N/A	Single	\$500	N/A
	Family Unit	\$1,000	N/A	Family Unit	\$1,000	N/A
<b>Maximum Out of Pocket</b> <i>(The maximum amount an employee has to pay per year)</i>	Single	\$4,000	\$10,000	Single	\$3,000	\$6,000
	Family Unit	\$8,000	\$20,000	Family Unit	\$6,000	\$12,000
<b>Coinsurance</b> <i>(% responsible after deductible has been met)</i>	Employee	20%	50%	Employee	10%	40%
	GBS	80%	50%	GBS	90%	60%
<b>Co-Pay</b> Per Encounter <i>(flat fee required at the time of service)</i>	Emergency Room	\$200	\$200	Emergency Room	\$150	\$150
	General Physician	\$25	N/A Co-insurance Only 50/50	General Physician	\$20	N/A Co-insurance Only 40/60
	Specialist	\$25	N/A Co-insurance Only 50/50	Specialist	\$25	N/A Co-insurance Only 40/60
	Urgent Care	\$75	N/A Co-insurance Only 50/50	Urgent Care	\$50	N/A Co-insurance Only 40/60

*Please Note: Costs for prescription medications are also reduced under the Buy-Up plan*



## No Cost Pneumonia and Shingles Vaccine Benefit

This benefit provides members with both vaccines at no cost to them—they're covered at 100%.

- Grab your insurance card and valid photo ID
- Visit your nearest participating pharmacy—there's no appointment necessary
- Vaccines are covered at 100%, so there's no copay or coinsurance

Participating Pharmacy	Address	City	Phone
HY-VEE PHARMACY	500 N BALTIMORE ST	KIRKSVILLE	(660)665-7400
KIRKSVILLE PHARMACY	1611 S BALTIMORE ST SUITE B	KRISKVILLE	(660)956-7010
RIDER DRUG	1207 S BALTIMORE ST	KIRKSVILLE	(660)665-4666
WALGREENS	311 N BALTIMORE ST	KIRKSVILLE	(660)665-3063
WALMART PHARMACY	2206 N BALTIMORE ST	KIRKSVILLE	(660)627-1297



### 2023 Open Enrollment November 16-21, 2022

Group Benefit Services (GBS) Open enrollment is November 16-21, 2022. You will get the chance to make changes to your elected benefit coverages for yourself, your spouse, or dependents regarding:

- ♦ Medical
- ♦ Dental
- ♦ Vision
- ♦ Dependent Life Insurance
- ♦ Flexible (Spending) Benefit Account (FSA)

For Coverages Effective January 1, 2023.

Open enrollment details, benefit change forms, and FSA paperwork will be provided to employees on November 15, 2022.

**New premium amounts for 2023 will begin on payroll period #24 (December 2, 2022).**

### Flexible Spending Account (FSA) Information

You have until December 31, 2022 to spend any money left in your Flexible Spending Account (aka Flexible Benefit Account). FSA debit card swipes will be accepted until midnight on December 31, 2022 and paper FSA reimbursement forms will be accepted until March 31, 2023 for any 2022 expenditures.

**2022 Flexible Spending Account money cannot be carried over into 2023.**

**Inclusion of non-prescription (OTC) purchases and feminine hygiene products is still effective.**

**For a complete listing of eligible expenses or for FSA Balance Information contact Human Resources at phone (660)234-7914 or email at [hkelley@adaircomo.com](mailto:hkelley@adaircomo.com)**





The Employee Assistant Program (EAP) starts November 1, 2022

**What is the EAP benefit?**

ACI's Employee Assistance Program (EAP) offers benefits that include mental health sessions with a licensed clinician, legal and financial consultation, as well as work-life referrals for a wide range of life management needs. The EAP is 100% confidential and is provided at no additional cost to employees and family members.

**Is there a fee to use this benefit?**

EAP services are available at no additional cost to the covered employee or family member.

**What mental health benefits are included in the EAP plan?**

Up to 5 sessions for assessment, referral and short-term problem resolution are available, with the option of having those sessions conducted in-person, telephonically or through video chat.

**What are the EAP clinical sessions intended for?**

EAP clinical sessions are intended for assessment, referral and short-term problem resolution. Examples of requests that the EAP can assist with include, but are not limited to:

- Stress management
- Coping with grief
- Substance abuse
- Family and relationship issues
- Anger management
- Anxiety and depression

For any issues requiring long-term support, the EAP clinician will provide a referral to services that may be available through medical insurance or community-based resources, based on specific needs.

**Who is eligible for EAP benefits?**

Each employee's definition of family is ACI's definition of family. ACI's EAP services are all-inclusive with no barriers to access for family members, regardless of location or relationship. All employees eligible for the county insurance plan plus all family members including spouse, domestic partners, dependents, and all family members regardless of location.

**What should be expected when accessing the EAP?**

Contact ACI Specialty Benefits for service. If mental health services are needed, never contact a provider directly to schedule an appointment. ACI must first have record of the request in order for the EAP to cover any visits with a mental health provider within ACI's internal network of providers. If the referral is for a mental health provider, it is the individual's responsibility to contact the provider referred by ACI to schedule an appointment based on availability. If there is difficulty experienced in scheduling an appointment within 2 - 3 business days, please call ACI Specialty Benefits back to receive a new referral. Do not wait for contact from an ACI specialist. Assisting with access to a mental health provider as soon as possible is ACI's number one priority.

**How can an individual access ACI's EAP?**

ACI Specialty Benefits offers convenient 24/7 access to EAP benefits by phone, email, text, live chat, and online

Phone: 855-RSL-HELP (855-775-4357)

Text: 858-224-2094

Email: [rsli@acieap.com](mailto:rsli@acieap.com)

Employee Login Page: <http://rsli.acieap.com>

- Click on "Select Portal & App" to select Member Portal & App in the top menu
- Register to create a new account using your company code: RSLI859
- After registering, you'll want to create your individual profile. This will help customize your experience based on your family, education, health, wellness, legal, financial and everyday living needs.

Other ACI EAP Services Include:

- Medical Advocacy
- Life Coaching
- Financial Wellness
- Legal Consultation





## News From Around the County

Sod and new trees have been planted around the Courthouse.



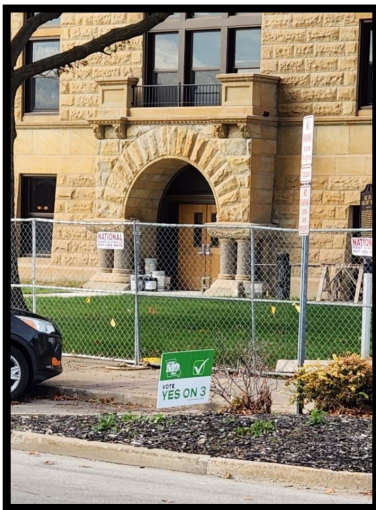
*The cutest little Christmas tree has been planted on the southeast corner.*



*An Autumn Brilliance Serviceberry tree was planted on the Northeast corner.*



*Four Rising Fire Hornbeam trees were planted on the northside.*



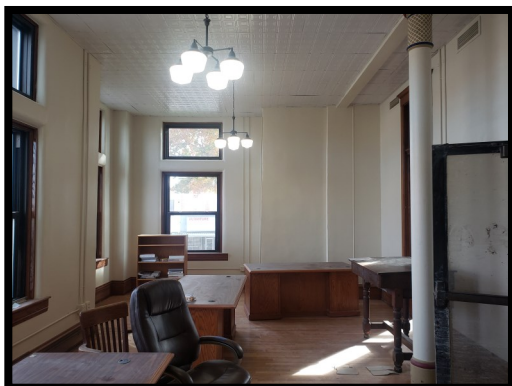
I guess the county has picked a side for Amendment 3.



*New concrete steps and railing has been installed on the south side (also the northside -not pictured).*



*The remodeled 2nd Floor women's bathroom.*



*Desks and chairs have been moved back into the Commission Office (left).*

*The Commission conference room (right) now has a shiny polished concrete floor.*



## News From Around the County

*Retirement Open House  
for*

***Recorder Pat Shoush***

*Wednesday December 28, 2022*

*2 - 4pm*

*Adair County Recorder's Office*

*310 North Elson*

*Make plans to see Recorder Pat Shoush  
and wish her a happy retirement! Pat has  
served Adair County for 30 years!!!*

*Refreshments will be served.*

**Pork Steak**

**Cheesy Potatoes**

**Baked Beans**

**You Are Invited  
to the 2nd Annual  
FREE FALL FEAST**

**Thursday November 10, 2022**

**Lunch Served 11:00am-1:00pm**

**Adair County Annex Building**

**Desserts**

**Tea**

**Lemonade**

**Stop by the Annex  
anytime between  
11-1 and grab some free lunch!**

**Thank you to...**

**Coroner Brian Noe for planning and providing food for the event**

**Chief Deputy Jason Lene for BBQing**

**All other generous staff for providing desserts and drinks**



### **CHRISTMAS CARRY-IN**

**Tuesday December 13, 2022**

**Annex Building**

**12:00-1:00**

**Be looking for food sign-up info soon**



#### **Employee Service Recognitions**

The following employees will receive special recognition during the Christmas Carry-In for their years of dedicated service to Adair County



##### **5 Years**

Andrew Boster	Prosecuting Attorney's Office
Tracy Hunter	Recorder's Office
Heather Kelley	Human Resources
Tyler Summers	Road & Bridge
Bill Sweitzer	Sheriff's Office

##### **10 Years**

Pamela Ashford	Assessor's Office
Angela Platz	Public Administrator's Office

##### **15 Years**

Sandy Collop	County Clerk
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##### **20 Years**

Wanda Sizemore	Clerk's Office
Scott VanWye	Road & Bridge

##### **25 Years**

Jason Lene	Sheriff's Office
Phil McIntosh	Juvenile Office