



Drafted By:

Sonya J. Hansen

Presented Month/Year:

October 2021

Involved Committees:

Human Resources Committee

County Department:

Administration

Fiscal Impact: YES / NO

AC Approved: YES / NO

RESOLUTION # 21-10-02

A RESOLUTION TO MODIFY POLICY 302 OTHER INSURANCES TO INCLUDE INCLUSION UNDER THE INCOME CONTINUATION INSURANCE PLAN OFFERED BY WISCONSIN RETIREMENT SYSTEM (WRS)

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 Policy 302 – Other Insurances to add Section 5 to include the Income Continuation Insurance (ICI) benefit as a voluntary “income replacement” benefit to eligible participants of the Wisconsin Retirement System authorized by Wisconsin State Statute 40.62 with any cost paid by the participant through payroll deduction, if a premium is due; and,

WHEREAS, the Wisconsin Department of Employee Trust Funds requires a resolution be passed and submitted on forms provided by them, 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, 2022, to add Section 5 – Inclusion under the Income Continuation Insurance Plan as a voluntary benefit paid by the participant, a copy of the amended policy is attached as Exhibit B and to be incorporated herein and to become a part of this resolution.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the Buffalo County Board of Supervisors hereby authorizes the Personnel Advisor to execute any additional documents required to enroll in the plan.

Adopted at a duly called and noticed meeting of the Buffalo County Board of Supervisors on the 25th day of October, 2021.

Bryan Halverson
County Clerk

ATTEST:

[Signature]
County Board Chairperson

Respectfully Submitted:

Human Resource Committee

Larry Grisen
Larry Grisen

Excused
Donald A. Hillert

Mary Anne McMillan Urell
Mary Anne McMillan Urell

Nathan Nelson
Nathan Nelson

Excused
Michael Taylor

ANTICIPATED FINANCIAL IMPACT STATEMENT

2022 Fiscal Impact: \$0.00 Currently on Premium Holiday



Resolution for Inclusion Under the Income Continuation Insurance Plan

Wisconsin Department of Employee Trust Funds
PO Box 7931
Madison WI 53707-7931
1-877-533-5020 (toll free)
Fax 608-267-4549
etf.wi.gov

RESOLVED, by the Buffalo County Board of Supervisors of the
(Governing Body)

County of Buffalo County
(Employer Legal Name)

that pursuant to the provisions of Section 40.61 of the Wisconsin Statutes,

Buffalo County hereby determines to offer the Income Continuation Insurance Plan
(Governing Body)

to eligible personnel through the program of the State of Wisconsin Group Insurance Board, and agrees to abide by the terms of the plan as set forth in the contract between the Group Insurance Board and the Administrator.

The resolution shall be effective on the later of the 1st of the month on or after 90 days following its receipt at the Department of Employee Trust Funds, or

January 1, 2022; and
(specify a later effective date, 1st of month only)

The proper officers are herewith authorized and directed to take all actions and make salary deductions for premiums and submit payments required by the State of Wisconsin Group Insurance Board to provide such Income Continuation Insurance.

Certification

I hereby certify that the foregoing resolution is a true, correct and complete copy of the resolution duly and regularly passed by the above governing body on the _____ day of _____, _____ and that said resolution has not been repealed or amended, and is now in full force and effect.

Dated this _____ day of _____, _____.

39-6005673
Federal tax identification number (FEIN/TIN)

Authorized employer representative signature

69-036-
ETF employer identification number

Authorized employer representative printed name

Number of eligible employees _____

County Board Chair
Authorized representative title

Buffalo County
Employer county

P.O. Box 494

brenda.creighton@co.buffalo.wi.com
Employer benefit contact email address

Alma, WI 54610
Mailing address

Submit completed form to ETF at ETFSMBESSNewEmployer@etf.wi.gov or fax to 608-267-4549.

For ETF use only - EFFECTIVE DATE OF COVERAGE ENTERED BY ETF:

EXHIBIT B

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: October 22, 2018, October 25, 2021

**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.

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.

Policy 302. OTHER INSURANCES

Effective Date: May 31, 2015

Revised Date: October 22, 2018, October 25, 2021

**Buffalo County
Employee Handbook**

5. Income Continuation Insurance Plan:

5.1 The County will make available a voluntary Income Continuation Insurance plan. Employees who participate in the plan will pay the entire premium in twenty-four (24) equal payments through payroll deductions throughout the year if a premium is due.

5.2 Coverage will be effective on the 1st of the month or after 90 days following its receipt at the Department of Employee Trust Fund.

5.3 Coverage will cease the last day of the calendar month in which the employee separates from employment.

5.4 Employees may apply for coverage at Open Enrollment annually. No late enrollments are allowed unless the employee has a qualifying event.

5.5 The plan document is available for review in the Administration Department.

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