



## Employee Newsletter JUNE 2015



### **JUNE BIRTHDAYS**

Cathrine Thorley	1
Haven Stiles	2
Debbie Moore	3
Dawn Morgan	3
Keith Rose	3
Rebecca Weisenburger	3
Cody Golden	4
Sam Myers	5
Daphne Dockery	7
David Ricks	7
Bonnie Patterson	8
Blaine Barnett	9
Avis Hicks	9
David Johnson	9
Mark Patterson	9
Preston Allen	10
Richard Newton	11
Trish Simonds	13
Maria Hass	14
Helen Malinowski	15
Robin Morrow	15
Tory Shivers	15
Sally Lawson	19
Zack Long	19
Nadine Allen	20
Drew Judge	20
Emma Flinn	25
Mandy Francis	22
Abby Hayes	23
Trevor Peterson	26
Dusty Stalcup	27
Teresa Collins	30
Ricky Rogers	30

Ages 17to 69

June is National Safety Month, and each week in June is dedicated to a separate safety issue. Emergency Management would like to promote awareness to each addressed issue, which the NCACC Risk Control is promoting to be the topic for each week.

**June 1-5 is dedicated to Drug Abuse Awareness**

**June 8-12 is dedicated to Slips, Trips and Falls Prevention**

**June 15-19 is dedicated to fostering a Good Safety Attitude.**

**June 22-26 is dedicated to Driving Safety.**

**BONUS WEEK: June 29-July 3 is dedicated to Summer Safety.**

If you would like any further information on the addressed topics contact the Emergency Management office at ext. 875 or 876 and we will provide materials to you.

### ***IMPORTANT NOTICE!!!***

**If you were enrolled in the flexible spending account last year and wish to participate again this year, or if you are wishing to enroll for the first time, you must complete a new enrollment form. This is the only benefit that you must re-enroll in on an annual basis.**

**Deductions don't start until July 2nd and cover medical, vision, prescription and dental expenses incurred from July 1st, 2015 to June 30, 2016 for you, your spouse and dependent children, regardless of whether you cover them on health or dental insurance. The annual limit is \$2550.**

**I still think this is the best benefit available to those of us who have known health expenses for ourselves, spouses or children because you pay for those expenses with pre-tax dollars. If you aren't taking advantage of this, you are definitely losing money. You do need to estimate your expenses conservatively, however, because you do lose any monies you put aside and don't spend with the exception of the \$500 carryover now allowed by the IRS.**

**We have VISA cards that are pre-loaded with your annual contribution amount that may be used beginning July 1st. You do have to submit copies of receipts for expenses, so you need to be aware of that and keep on top of those as they occur. There are a very few vendors for which receipt submission is not required—I know Wal-Mart Pharmacy is a pre-approved vendor and no receipts are required for them. There may be a few other pharmacies and other vendors for which receipts don't need to be sent.**

**The deadline for returning those forms to me is June 5th, so if you wish to participate, you need to do so soon.**

### **TIME SHEET COMPLETION**

It has come to my attention that some of you are still not recording actual hours as they are worked on your time sheet. Please complete your time sheet on a daily basis. Remember you sign at the bottom an affirmation that the hours on the sheet are correct and that falsification of hours worked is cause for disciplinary action up to and including dismissal.

Is there something you would like to see in the newsletter? Please email Melody at melody.johnson@cherokeecounty-nc.gov with any suggestions. Thanks.

### **Commissioners Board Meetings**

June 1, 6:30 pm  
June 15, 6:30 pm

## Heat Safety Tool

By U.S. Department of Labor (DOL), Occupational Safety and Health Administration (OSHA)



When you're working in the heat, safety comes first. With the OSHA Heat Safety Tool, you have vital safety information available whenever and wherever you need it - right on your mobile phone.

The App allows workers and supervisors to calculate the **heat index** for their worksite, and, based on the heat index, displays a **risk level** to outdoor workers. Then, with a simple "click," you can get reminders about the **protective measures** that should be taken at that risk level to protect workers from heat-related illness-reminders about drinking enough fluids, scheduling rest breaks, planning for and knowing what to do in an emergency, adjusting work operations, gradually building up the workload for new workers, training on heat illness signs and symptoms, and monitoring each other for signs and symptoms of heat-related illness.

Working in full sunlight can increase heat index values by 15 degrees Fahrenheit. Keep this in mind and plan additional precautions for working in these conditions.

The OSHA Heat Tool is available in Spanish for Android and iPhone devices. To access the Spanish version on the iPhone, set the phone language setting to Spanish before downloading the app.

Stay informed and safe in the heat, check your risk level.

For more information about safety while working in the heat, see OSHA's [heat illness webpage](#), including new [online guidance](#) about using the heat index to protect workers.

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The source code for this app is available for download:

- ◆ Android: [English](#) (ZIP\*) | [Spanish](#) (ZIP\*)
- ◆ iPhone: [All-in-One](#) (ZIP\*)

Josh Fields, the AFLAC representative, will be back on June 10th to follow up with any of you who still need to enroll in AFLAC or make changes to existing policies. He will be at DSS from 10 to 12, at the Health Department from 1-2 and in the County Manager's Conference room from 2:30 to 4. You may reach Josh at (828) 342-1993 or you may email him at [josh\\_fields@us.aflac.com](mailto:josh_fields@us.aflac.com). This is the last date that changes may be made to your AFLAC coverage, so please don't miss out on this opportunity.

### Latest Revision of Personnel Policy

The Cherokee County Personnel Policy and Procedure Manual was revised on April 6 to reflect the combining of the Internet and Technology Use policies. The new policy was emailed to all employees with email on May 26th and it may be found online at [www.cherokee-county-nc.gov](http://www.cherokee-county-nc.gov), go to Departments, Human Resources and then Employee Information. It is the first item listed at the top of the list of documents. While you are there, look at all the other documents that are available for you to download and use. If you ever lose your timesheet, this is where you can find a blank one to fill. There are also tax forms and a workers comp claim form in case you get hurt.

## Open Enrollment Materials

This year for open enrollment, rather than printing all the information we normally issue at open enrollment, we put the documents on the County's website so you may retrieve them at any time. If you would like a paper copy of these documents, please let me know by emailing me at [melody.johnson@cherokeecounty-nc.gov](mailto:melody.johnson@cherokeecounty-nc.gov) or call me at extension 816 inside the County phone network or at 837-2735, ext 816 from outside the County phone network or choose option 5.

The County's website address is [www.cherokeecounty-nc.gov](http://www.cherokeecounty-nc.gov). There is a separate page located under **Departments**, then go to **Human Resources**, then select **Employee Information** and the page is called **Insurance and Privacy Information**. The following documents are located there:

- ◆ **2015 Summary Plan Document**—this is the document that describes in detail what your health, dental and prescription benefits are.
- ◆ **2015 Summary of Benefits and Coverage**—this is a 10 page summary of your health insurance benefits in the format required by the Affordable Care Act (ACA) which is a quick summary of your medical benefits.
- ◆ **Marketplace Notification**—this is the notification required by the Affordable Care Act stating that the County provides insurance that is considered affordable by the standards set forth in the ACA. It also gives information on how insurance may be obtained through the marketplace should you need that information for yourself or to pass along to somebody else.
- ◆ **Notice of Privacy Practices**—this document contains the notice of privacy practices that is required to be issued annually relating to your insurance coverage.
- ◆ **Community Eye Care benefits**—a one page flyer showing the benefits offered by the County's vision carrier, Community Eye Care.



## Retirement Statements

Retirement statements are now available on the retirement system's website. If you type in [myncretirement.com](http://myncretirement.com) in the address line of your internet browser, it brings up the NC Department of State Treasurer's website that has your retirement information. You will need to click on the ORBIT login button in the yellow box at the right side of the page. If you have never been to this site, you will need to register and choose a user name and password. When you get logged in, there is a page that has all kinds of information for you to review. To view and print your retirement statement, choose the blue link that is second down on the right hand side that says [View Annual Benefit Statements](#). This statement shows your balance as of 12/31/14 and if you are vested (5 years of creditable service) it shows an estimate of what you might draw at retirement, based upon the contribution information as of 12/13/14. This estimated amount changes as pay increases are reflected. Anyone who is close enough to retirement that 2015 will be one of their four highest years will have the advantage of the 27 pay periods in this calendar year, which will make a noticeable difference.

There is a wealth of information on this website to do with your retirement benefit. Also, if you are enrolled and contributing to Prudential's 401(k) plan in addition to your retirement contributions, you can see your projected payout from that in your annual benefit statement.

If you have not yet named retirement beneficiaries, this can also be done on this site. To name the beneficiaries for death benefit and return of contributions online, you do not click on the PDF form that has to be printed and mailed. There is another link that will take you to an online place to do that. If you have been here for more than 10 years, you must print and mail the forms, however. If I handed you beneficiary forms at open enrollment, please get those back to me as soon as possible or go online and name your beneficiaries. I'm trying to get the list of folks who haven't done this cleaned up.



## A PAGE OF SMILES

"Life expectancy would grow by leaps and bounds if green vegetables smelled as good as bacon."

- Doug Larson

"I have a rock garden. Last week three of them died."

- Richard Diran

What kind of flowers do you give to King Tut?  
Chrysanthemummies.

"I'm Charley's aunt from Brazil - where the nuts come from."

- Brandon Thomas

Have you heard of the garlic diet?

You don't lose much weight, but from a distance your friends think you look thinner.

"I bought an ant farm. I don't know where I am going to get a tractor that small!"

- Steven Wright

What can you make from baked beans and onions?  
Tear gas.

"A man should never plant a garden larger than his wife can take care of."

- T.H. Everett

What did the banana do when it saw the monkeys?  
Split.

Why is a barn so noisy?  
All the cows have horns.

What do you call two young married spiders?  
Newly webs.

"What does the letter "A" have in common with a flower?  
They both have bees coming after them."

- Kim Roblin

"My mother's menu consisted of two choices: Take it or leave it."

- Buddy Hackett

"A weed is a plant that has mastered every survival skill except for learning how to grow in rows."

- Doug Larson

Why did the horse go behind the tree?  
To change his jockeys.

He didn't tell me how to live;

he lived,

and let me watch him do it.

- Clarence Budington Kelland

**DAD**  
THANKS FOR THE  
TUITION  
THANKS FOR THE  
**CAR**  
THANKS FOR THE  
WEDDING

**DAD**, You've taught me  
so much  
over the years—

Money doesn't  
grow on trees.



A little hard work  
never hurt anyone.



The early bird  
catches the worm.



If Mom's not happy,  
nobody's happy.



### How hot is it?

The cows are giving evaporated milk.

The chickens are laying hard-boiled eggs

I saw a dog chasing a cat and they were both walkin'

Hot water now comes out of both taps.

You actually burn your hand opening the car door.

You realize that asphalt has a liquid state.

The birds have to use potholders to pull worms out  
of the ground.

The potatoes cook underground, and all you have to  
do to have lunch is to pull one out and add butter,  
salt and pepper.

Farmers are feeding their chickens crushed ice to  
keep them from laying hard-boiled eggs.

You start buying stock in Gatorade.

The trees are whistling for the dogs.

You start putting ice cubes in your water bed.

You no longer associate bridges (or rivers) with wa-  
ter.

You can say 113 degrees without fainting.

Satan decided to take the day off.

The four seasons are: tolerable, hot, really hot and  
**ARE YOU KIDDING ME?!**

You eat hot chilies to cool your mouth off.

Your dream house is any house in Alaska.

You can make instant sun tea.

Your car overheats before you drive it.

You learn that a seat belt makes a pretty good  
branding iron.

The temperature drops below 95, you feel a bit  
chilly.

You've experienced condensation on your butt from  
the hot water in the toilet bowl.

You would give anything to be able to splash cold  
water on your face.