



Employee Newsletter

January 2020

MAJOR CHANGE TO W4 FOR 2020

If you have not seen the new W4 for 2020, please take time to look at it. It is unlike any W4 any of us have ever completed. If you are happy with your current withholding, you don't need to change anything. However, if you got a large amount back or had to pay federal withholding, you may want to make changes to your withholding. If you google 2020 W4, it will be on the IRS website. There is an estimator to help you calculate what you should be doing depending on your family and earning status. You may want to have your tax preparer to help you with this if you have someone do your taxes.

Congratulations to Janet Barton who is retiring from the Health Dept after over 30 years of service. Best Wishes!

Taxable Life Fringe

Some of you will see a new pay type called TAXLIFRFRN on your direct deposit notice. That stands for a taxable benefit that according to the IRS is taxable. This is where the County provides the \$15,000 life insurance policy for full time employees, plus a death benefit of up to \$50,000. According to IRS guidelines, any life insurance paid by the employer in excess of \$50,000 is a taxable benefit for the employee so anybody who earned in excess of \$35,000 that was subject to retirement has this added taxable pay added to their pay checks and it also shows up on your W2 as a taxable benefit. Those of you who have already been seeing the pay type may notice a change in the amount this year due to earning more than you did in 2019—a few of you will see a decrease because you earned a little less. And a few folks will see no change at all in the amount. Those are people who were paying the maximum last year and who have not entered into a new age bracket. If you're interested in reading about this, the information may be found in IRS Publication 15-B.



W2s and 1095-Cs

Please check the information on your W2 and 1095-C (the Affordable Care Act Form) when you get them, **ESPECIALLY THE SOCIAL SECURITY NUMBER**. If your name or social security number are **incorrect**, please let me know as soon as possible so it can be corrected. If you covered dependents on our health insurance, check and make sure their socials are correct and notify me ASAP if they are not so I can correct those before the file is submitted to the IRS.

The amount on your W2 in box 1 represents your year to date gross from your last pay stub minus all 125 deductions (EE Med 125, EE Dent 12, cancer 125, vision, flex 125, Criticareprot, Liberty 125 and accident 1), your retirement contributions, 401k pre-tax contributions, and VALIC457 contributions. The amount in box 3 is equal to your year to date gross minus all 125 deductions (see above). If you have any questions, please let me know.

As in the past few years, you will see the cost of health insurance in box 12 with Code DD. This amount includes what the County pays for employees, what employees pay to cover dependents and any Cancer premiums. This is part of the requirement of the Affordable Care Act passed in 2010 and is for information only.

I hope to have W2s out pretty early this year because the IRS is requiring us to have them filed with them no later than January 31st where the deadline used to be quite a bit later for electronic filers.

If you have given permission, you will be receiving your W2 and ACA form by email, otherwise, you will receive a print copy. The password to open your W2 is the last four of your social.

Again, it is VERY important that you check social security numbers for accuracy, please. Thank you!

Board Meetings

Mon, Jan 7th, 6:30 PM
Tues., Jan 22nd, 6:30 PM

JANUARY BIRTHDAYS

Cherie Ryon	1
Janelle Offner	2
Chelsea Moss	3
Candace Marr	4
Brianna Palmer	6
Seth Marshall	8
Cal Stiles	9
Jessica Hensley	10
Amanda Holden	10
Monty Ward	10
Kathy Hinzman	11
Chris Moral	12
Hoyt Raper	13
Vonie Dockery	14
Terry Parker	14
Brandy Tallent	14
Woody Courtney	15
PeeWee Davis	15
Eddie Hardin	15
Jensen Mealer	15
Delenna Stiles	15
Justin Hamby	16
John Giddens	19
Ruth Limon	19
John Noon	20
Binky Reed	20
Donna Smith	20
Joe Mariano	21
Pam Johnson	22
Valerie Morrow	23
Andy Williams	27
Paul Wilson	27
Tracy Stewart	28
Ages 24 to 74	

I know I put the same things in the newsletters in the same months year after year, but our new employees have not seen these reminders, and a lot of us who have been here a while still forget some of these things. For example, the one about W2s in this one, I even forget how that all works, so I assume others forget, too..plus it cuts down on a lot of calls from employees saying their W2 is wrong. Anyway, I hope you all have a wonderful 2020—a lot of folks are glad to put 2019 behind them!

If you would like anything published in the newsletter, please contact Melody Johnson at melody.johnson@cherokeecounty-nc.gov. I'm always looking for new ideas and appreciate your input.

Vacation balances

The first pay day in January is when any vacation balance in excess of 240 for regular folks or 252 for EMS/dispatch/detention/deputies roll into sick leave. Because of the way this is handled in MUNIS it always looks like we've made a mistake on vacation and sick balances for the first couple of pay days in the year. Please wait until the first pay day in February before you panic and see if your hours don't look correct by then. If you still think your balances are incorrect, call after the Feb. 7th pay day and we'll see if anything needs to be corrected.

The payroll for pay period ending Jan 4th (pay date January 10th) will be processed and any vacation or sick you have used is deducted and amounts updated. Then after the update and printing of deposit notices and pay checks, the vacation hours in excess of 240 and 252 are transferred to sick leave. Then the accrual for the first pay period in January is done. The 24th pay date (period end January 18th) will show you used all your vacation and sick and will show your new balances and should show a double accrual (the entire month of January's). You should be able to check your balances in MUNIS self service on February 7th and those should be correct and look more normal by then.

Life is sexually transmitted.

*Never take life seriously.
Nobody gets out alive, anyway*

Monday is an awful way to spend 1/7th of your life.

*When you're finally holding all the cards,
why does everyone else decide to play chess?*

*Never knock on Death's door:
Ring the doorbell and run (he hates that).*

*I don't have a problem with willpower.
It's won't power I have a problem with*

My life has a superb cast, but I can't figure out the plot.

We do precision guesswork.

Nothing's impossible for those who don't have to do it.

The only cure for insomnia is to get more sleep.

Advice is free: The right answer will cost plenty.

Out of my mind. Back in five minutes.

Keep honking, I'm reloading.

Falls are 100% Preventable

Whether working from a ladder, roof or scaffolding, it's important to plan ahead, assess the risk and use the right equipment. First, determine if working from a height is absolutely necessary or if there is another way to do the task safely.

- Discuss the task with coworkers and determine what safety equipment is needed
- Make sure you are properly trained on how to use the equipment
- Scan the work area for potential hazards before starting the job
- Make sure you have level ground to set up the equipment
- If working outside, check the weather forecast; never work in inclement weather
- Use the correct tool for the job, and use it as intended
- Ensure stepladders have a locking device to hold the front and back open
- Always keep two hands and one foot, or two feet and one hand on the ladder
- Place the ladder on a solid surface and never lean it against an unstable surface
- A straight or extension ladder should be 1 foot away from the surface it rests on for every 4 feet of height and extend at least 3 feet over the top edge
- Securely fasten straight and extension ladders to an upper support
- Wear slip-resistant shoes and don't stand higher than the third rung from the top
- Don't lean or reach while on a ladder, and have someone support the bottom
- Never use old or damaged equipment; check thoroughly before use

Millions of people are treated in emergency rooms for fall-related injuries every year. A fall can end in death or disability in a split second, but with a few simple precautions, you'll be sure stay safe at work.

2020 Holiday Schedule—Again

New Year's Day	Wednesday, January 1st
Martin Luther King, Jr. Birthday	Mon., January 20th
Good Friday	Friday, April 10th
Memorial Day	Monday, May 25th
Independence Day	Friday, July 3rd
Labor Day	Monday, September 7th
Veteran's Day	Wednesday, November 11th
Thanksgiving	Thurs. & Fri., November 26th & 27th
Christmas	Thurs. Fri & Mon. Dec. 24th, 25th & 28th