

January - March 2020



COUNTY OF VENTURA
HUMAN RESOURCES



Visit our website

Upcoming Events, Happenings & Reminders

Benefits Plan Year 2020 is Here!

Your open enrollment selections of health insurance plans and spending accounts for plan year 2020 are now in effect.



REVIEW YOUR PAYCHECK DEDUCTIONS!

If the correct health insurance plan names and deduction amounts do not appear on your paycheck, let the Benefits Representative in your department know **immediately**.



DON'T DELAY!

If you find an error in your elections, you must report the error(s) by **Friday, January 24, 2020**. By not reporting the error(s), you are agreeing to the Flexible Benefits Program plan elections as they appear on your paycheck and those plans and deductions will remain in effect for the 2020 plan year (December 29, 2019 - December 26, 2020).

Annual Co-Ed Bowling Tournament

The 2nd annual County Employee Bowling Tournament is set for **Saturday, February 8th, 2020** at **Buena Lanes in Ventura** from 2:00pm–5:00pm. Keep

an eye out for an all-County email from **VC-Well** for details on how to register. Some teams missed out last year, so start forming your teams and recruiting your Team Captain now. There will be room for more teams to participate, so come join the fun!



**24-Hour Employee
Misconduct Hotline**
1.800.684.6523

Complaint Resolution: Online Reporting Now Available!

We believe employees should be able to voice concerns about tough workplace issues like harassment, discrimination, or discourteous workplace behavior. Employees are encouraged to first discuss concerns with their supervisor, then the HR representative in your department/agency. If resolution is still not reached, more information and online reporting are available at hr.ventura.org/complaint-resolution.

Calls and online reporting can be anonymous so there is no fear of retaliation. Human Resources has made a commitment to compliance and your participation is essential.



The County of Ventura is on LinkedIn!

*Don't forget to add us as your employer
and connect with us to find out about
upcoming jobs and more exciting
Human Resources information!*



VCERA
VENTURA COUNTY EMPLOYEES'
RETIREMENT ASSOCIATION

Join the Rush to Register!

The **VCERA Member Portal** is a secure, online gateway for you to access your most important retirement account information: contribution balances, years of service, beneficiary info, service purchases, and more. You can also run *unlimited* benefit estimates. In 2019, VCERA's 4,200 portal registrants generated 50,000 benefit estimates.

Join the rush to be retirement ready! Contact VCERA today at memberportal@vcera.org or (805) 677-8700 to request a registration PIN code.

Learning & Organizational Development

LinkedIn Learning Course Discussion Club

Do you want to build connections and learn at the same time? Similar in nature to a book club, we are hosting a LinkedIn Learning Course Discussion Club.

Interested? See below for upcoming topics. Register on VCHRP using the following path:
VCHRP>employee self service>training >request training enrollment



LinkedIn Learning Course

Create Growth Mindset

with Gemma Leigh Roberts - 59 minutes

People with a growth mindset—who choose to believe that talent and ability can grow—experience better performance, focus, and success. You have the power to change your mindset.

Wednesday, January 15, 2020

1:30 - 3:00 pm

Government Center, Ventura
HOA Room 231

LinkedIn Learning Course

Communicating About Culturally Sensitive Issues

with Daisy Lovelace - 55 minutes

Discussions about cultural differences can be challenging and take courage. This course helps you to understand that everyone has a unique lens based on their experiences, and that understanding and appreciating that difference is the first step in being able to discuss sensitive topics.

Thursday, February 13, 2020

3:30 - 5:00 pm

Government Center, Ventura
HOA Room 231

LinkedIn Learning Course

Managing a Multi-generational Workforce

with Roberta Matuson - 56 minutes

This course helps you gain an understanding of the complexity of leading a workgroup comprised of five generations: traditionalists, baby boomers, Gen Xers, millennials, and Gen Zers and how to leverage each generation's unique strengths.

Monday, March 23, 2020

3:00 - 4:30 pm

Government Center, Ventura
HOA Room 231



New LinkedIn Learning Notices!

As a regular County employee, you will now receive a weekly email with personalized course

recommendations based on your interests. Emails are customized just for you. The reminders will include the trainings you have in progress and saved content. Your learning progress will be celebrated as well.

Create Your Account



Congratulations!

Probation Agency, Public Defender's Office, Information Technology Services, Assessors, and Treasurer Tax Collector win the award for having the best mandatory training compliance rates in the last quarter of 2019.

Keep up the great work!



Managers and Supervisors ~

Beginning in 2020 there is new legislation, AB 1343, which requires all seasonal and part-time employees to take Discrimination and Sexual Harassment Prevention training. The training must be completed in their first 30 days or 100 hours of work, whichever comes first. Refresher trainings are required every two years. Please contact your Training Representative to register part-time and seasonal employees.

Risk Management - Looking Out for You



Slips, Trips, and Falls

Slips, Trips, and Falls account for 14% of the County of Ventura Workers' Compensation claims.

How are slips, trips, and falls defined? A slip is a loss of balance on a walking/working surface due to limited friction or traction. A trip occurs when the lower body contacts an object while the upper body remains in motion or stepping down to a lower surface and losing balance. A fall occurs when the body is off center or balance.

Common injuries associated with slips, trips, & falls are

Slip, Trip, and Fall Prevention Tips

sprains, strains, bruises, contusions, fractures, abrasions, and lacerations.

All accidents are preventable; including slips, trips, and falls. Good housekeeping practices, reduce wet or slippery surfaces, avoid creating obstacles in aisles and walkways, create and maintain proper lighting, wear proper shoes, and control individual behavior are all ways to minimize the risk of a slip, trip, and fall hazards.

Deferred Compensation - Your Workplace Savings

2020 Contribution Limits

Retirement plan contribution limits are set annually by the Internal Revenue Service (IRS). A plan contribution is the amount of money you set aside on a bi-weekly basis for your retirement within the 401(k) and/or 457 plan(s). The contribution limit is the total amount that you can contribute annually. This limit is for employee contributions only and does not include employer matching contributions. For 2020, the IRS has announced they will be increasing these limits by \$500.00.

To change your contributions, call Fidelity at **800.343.0860** or logon to [Fidelity NetBenefits](#). Remember, there is a waiting period for any changes to your 457 contribution. Contact the [Deferred Compensation Program](#) at 805.654.2620 or by email for more information.

VENTURA COUNTY
DEFERRED COMPENSATION
401(K) Shared Savings
& Section 457 Plans



2020 Maximum Annual Deferral	401(k) Shared Savings Plan	Section 457 Plan
Under Age 50	\$19,500	\$19,500
Age 50 and Over Special Catch-up (If you're at least 50 or will turn 50 in 2020)	\$26,000	\$26,000
Section 457 Plan Special Catch-up (You must have prior years of unused deferrals and meet certain age and service requirements.)		\$39,000

More Money, More Money in 2020!



2020 Leap Year Brings an Extra Pay Period!

When planning your biweekly contribution amount for 2020, it's important to know there will be 27 pay periods in the year rather than the typical 26. If you are trying to spread your contributions evenly through the year, you will need to divide the total amount you want to contribute by 27 in order to calculate your biweekly contribution.

To change your contributions, call Fidelity at **800/343-0860** or logon to [Netbenefits.com/ventura](#). Remember, there's a waiting period if you want to increase or decrease your 457 Plan contribution. The waiting period does not apply if you are canceling your 457 contribution or making any changes to your 401(k) contribution. For questions, contact the Deferred Compensation Program at **805/654-2620** or deferred.compensation@ventura.org.



As part of our ongoing commitment to help you meet your retirement and financial goals with the Ventura County 401(k) Shared Savings and Section 457 Plans ("the Plans"), the Ventura County Deferred Compensation Committee (Committee), along with our independent investment advisor, recently completed a comprehensive evaluation of the investment options offered within the Plans. The analysis included a review of fund performance, volatility/risk measures, stability of management, and fees.

Findings from this review have prompted the Committee to make several

Investment Lineup Changes Guide (click to access)

For information, tools, and support to create and manage your investment strategy, contact Fidelity at **800-343-0860** or log on to [Netbenefits.com/ventura](#). You can also schedule a complimentary one-on-one consultation with our

updates to the Plans investment lineups effective February 21, 2020. These changes could have an impact on how your accounts are invested.

The changes described in the [Investment Lineup Changes guide](#) will take place without any action required on your part. However, if you are not satisfied with how your current investments will be modified, you will have the opportunity to make changes.

To assist you with these upcoming changes you will have the opportunity to attend workshops and help desks to address any questions you might have. Watch your e-mail for more information on the resources that will be available to you in the upcoming weeks.

dedicated, on-site Retirement Planner, Andrew Kremer, CFP. To schedule an appointment with Andrew, click the button below.

[Fidelity Consultation](#)

VC-WELL (Wellness Program)

WELLthy Reward\$ Returns!

VC-WELL's popular cash incentive program is back for 2020! Over 700 County employees received cash awards in November 2019 for completing various wellness activities and programs throughout the year. Keep an eye out for the all-County email and visit the [VC-WELL website](#) in January for details.



Resolution



Weight Challenge

Due to the popularity of last year's Resolution Meltdown weight loss challenge, we are expanding it this year so everyone can participate! If your New Year's resolution weight goal is to lose, gain, or maintain your weight, this challenge is for you! Employees who complete all steps of the challenge will earn points toward the WELLthy Reward\$ program. Those who succeed in their weight goal can earn bonus WELLthy Reward\$ points. Keep an eye out for the all-County email and visit the [VC-WELL website](#) in January for details.



Nearly 600 County employees walked one million steps between February and August, 2019, to successfully complete the Million Step March! An ambitious 183 employees completed more than two million steps!

VC-WELL is expanding the Million Step March challenge in 2020 to include both a one and two million step challenge. Employees completing each challenge will earn BIG POINTS toward the WELLthy Reward\$ program in 2020! Keep an eye out for the all-County email and visit the [VC-WELL website](#) in January for details.

Annual Co-Ed Softball Tournament

Twelve teams played in the 2nd annual County Employee Softball Tournament hosted by VC-WELL this past October.



New to this year's tournament was the Sheriff's Office and the Agricultural Commissioner.

All teams played 3 round robin games, with the top 8



seeded teams paying in a single elimination playoff. From the start, the Sheriff's Office teams displayed their experience with all three of their teams making the playoff. Sheriff's Team 1 (pictured) won the tournament with an undefeated 6-0 record and Sheriff's Team 3 was the runner-up with a 5-1 record. Congrats to Sheriff's Team 1 for their win, and to all the teams proudly representing their agencies!

Employee Assistance Program - Always There For You

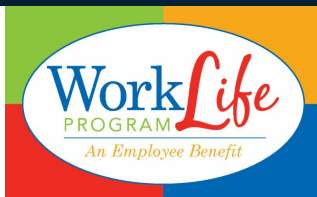


Traditionally, the New Year is a time to look ahead. It is a time to let bygones be bygones, and to start over with hope for a better future. However, this Holiday Season was bittersweet for many in our County Family. Closing the book on last year may not happen so easily.

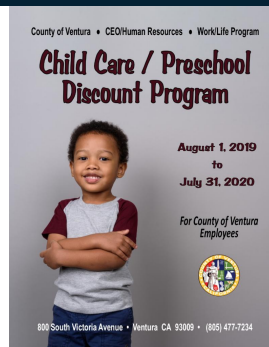
At a time when personal and professional goals are being set, the **Employee Assistance Program (EAP)** would like to remind County of Ventura Employees that confidential counseling is available to them. EAP services are free to all County employees, their spouses and dependents, if they are enrolled in a County-sponsored medical plan or opt-out plan. Up to five free sessions are offered, including after-hours appointments.

Whether you want support in reaching your New Year's Resolutions or help processing the past, please feel free to call EAP at **(805) 654-4327**.

Keeping Your Balance with WorkLife



The WorkLife Program provides resources to help you care for the most important people in your life! Visit the **WorkLife webpage** to access resources on child care discounts, positive parenting, lactation accommodation, elder care support group, housing benefits, and new baby resources.



Over 70 licensed child care/preschool programs in Ventura County offer discounts to County employees.



Get kids to **LISTEN** without Nagging, Reminding, or **YELLING**.

You knew parenting wouldn't be easy, but no one told you it would be like this! If you are tired of the exhausting power struggles, the meltdowns, the fights and the guilt, now is the time to make a change! Learn how to break the cycle and be the parent you have always wanted to be!

Watch a **free 60 minute webinar**, exclusive for County employees, that gives you some tools to reduce the yelling and nagging. You will discover an exciting benefit (available to regular County employees) that will help you feel more confident and successful as a parent.

Elder Care Support Group

Caring for an elderly or sick relative can be stressful, whether your loved one lives with you, across town or is out of state. Caregivers need to nourish their spirit and support their physical and mental health. Join us for



support and resources at the **Elder Care Support Group** on the last Wednesday of each month (January-October). No registration required, drop in as your schedule allows.

January 29, February 26, March 25

Noon - 1:00 pm

*Mediterranean Conference Room (3rd floor)
Hall of Administration, Government Center
Ventura*



***Thinking about Buying a
Home? Attend a Free Home Buying
Seminar!***

January 28 & March 17

5:30pm - 7:00pm

Ventura

Whether you are a first-time home buyer, move-up buyer or getting back into the housing market, the information provided will give you the tools you need to be a more informed buyer. For more information and to register for an upcoming seminar, visit the [Coastal Housing Partnership](#) website.