

October - December 2019



## COUNTY OF VENTURA HUMAN RESOURCES



Visit our Website



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## Upcoming Events, Happenings & Reminders

### Save the Date!

Learn more about the employee benefits and resources that impact YOUR physical, emotional and financial wellness!

- Speak to representatives from County Benefits and health plan providers
- See what's new with the Employee Assistance Program, the Wellness Program, and the WorkLife Program
- Questions about your 401(k) or 457 plans? Talk with Deferred Compensation and Fidelity

# Employee Health & Wealth Fair



**October 24, 2019**

**10am - 1pm**

**Ventura County Government Center  
Main Courtyard**

- Free giveaways while supplies last
- Virtual Scavenger Hunt (*more info to be emailed soon*)

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## OPEN ENROLLMENT IS COMING! NOVEMBER 1-30, 2019



The County is dedicated to maintaining comprehensive yet affordable benefit options for its employees and their families. We are pleased to announce the plan offerings for Plan Year 2020.

### Plan Year 2020 Highlights:

- Ventura County Health Care Plan will continue to be offered, with only minor changes to pharmacy co-pays for oral cancer drugs and generic and brand (preferred) maximums.
- Blue Shield plans (Access+ HMO, Trio ACO HMO, and High-Deductible PPO) will continue to be offered with no changes to plan design or co-payments.
- The MetLife Dental and MES Vision plans will continue to be offered and will have no plan design or co-payment changes.
- Flexible Spending Accounts (FSA) will continue to be administered by Chard Snyder. All current and new participants who wish to elect an FSA for Plan Year 2020 **must make a new enrollment election**. The annual maximum contribution limit for a Health Care FSA will increase to \$2,700 (\$112.50 semi-monthly) and the annual maximum for Dependent Care FSA will remain at \$4,999.92 (\$208.33 semi-monthly) with 24 contribution periods.
- Health Savings Accounts (HSA) will continue to be administered by HealthEquity. Only employees who are enrolled in the Blue Shield High-Deductible PPO are eligible for these accounts. The annual maximum contribution limits for HSAs will be \$3,550 for self-only coverage and \$7,100 for family coverage.

Open enrollment is your annual opportunity to review, enroll in, or make changes to your medical, dental, and vision insurance plans, as well as flexible spending and health savings accounts, and to add or drop coverage for eligible dependents. Below are some resources to assist you in making these decisions.

### For More Information:

- Review the updated [\*Benefit Plans Handbook \(internet\)\*](#) or [\*Benefits Plans Handbook \(intranet\)\*](#). The online handbook will be available in mid-October on the County Employee Benefits websites.
- Review your ***Personal Enrollment Worksheet*** and ***Benefits Bulletin***. These items will be mailed to you in late October.
- Attend the annual ***Health & Wealth Fair*** on Thursday, October 24, 2019, from 10am-1pm, at the Outdoor Courtyard at the Government Center. Benefits staff and health plan partners will be in attendance to answer all of your questions.

**Leave of Absence Support Group**  
**Thursdays 1:30pm - 2:50pm**  
**950 County Square Drive, Ste. 200 Ventura**



Most people spend a substantial amount of their lives at work. Meaningful work gives purpose and opportunities for achievement, which increase self-esteem and overall health. When life changes course and requires a leave of absence, it can shake a person's confidence. After being off from work for as little as a few weeks, habits and attitude might change, and anxieties about returning to work may arise.

You are not alone. There is support for managing issues regarding leave of absence (for any reason), and for planning a transition back to work. The Employee Assistance Program (EAP) sponsors a **Leave of Absence Support Group** which meets at the EAP office on **Thursdays at 1:30pm**. The group is confidential and led by a licensed therapist. Please call (805) 654-4327 for an orientation appointment and for more information.

## HR Compliance Hotline: It's Your Call



**HR Compliance Hotline**  
**1.800.684.6523**

We believe employees should be able to voice their concerns about tough workplace issues like harassment, discrimination, or discourteous workplace behavior. Employees are encouraged to contact their supervisor to discuss misconduct or discourteous treatment.

If speaking with a supervisor is not possible, it is suggested to approach the HR representatives in your department/agency. If resolution is still not reached, call the 24-Hour HR Compliance Hotline.

Calls can be made anonymously so there is no fear of retaliation. Human Resources has made a commitment to compliance and your input is essential.

## Training and Development News



### Developing Cultural Competency and Inclusion now online!

Developing Cultural Competency and Inclusion



Training and Development has expanded our LinkedIn Learning program to include custom courses! The first to be released is Developing Cultural Competency and Inclusion. As County team members, we are ALWAYS striving to embrace and leverage all forms of diversity in order to encourage and support an open and inclusive workplace.

The Developing Cultural Competency and Inclusion course achieves this objective!

In this engaging 52 minute course you will learn:

- The impact your cultural identity has on values, thought processes, and workplace interactions
- Key communication tools for turning tension filled misunderstandings into positive outcomes
- Learn tools for minimizing:
  - Snap judgments about dynamics
  - Accidental moments that create a sense of exclusion
  - Strained interactions
- Learn tools for maximizing:
  - Key elements of self-identification-see people as they really are, not as you think they are
  - Sense of inclusion and engagement
  - Productive conversations that reestablish team cohesion and productivity



This informative course is structured into a Learning Path format on LinkedIn Learning to maximize ease of access and navigation.

To find and take this course, follow these simple steps:

1. Log onto your LinkedIn Learning account, and type the topic in the Search Window shown below (*Developing Cultural Competency and Inclusion*):



2. **CLICK** on the looking glass icon.
3. The screen below will appear.



4. **Check** the box to the left of **Learning Paths** and then **CLICK** on the title, "*Developing Cultural Competency & Inclusion Online Training*".
5. This will launch the course. **CLICK** on the first video to begin the course.

LinkedIn Learning is quickly becoming embedded in the training and development culture of our organization. The County is even receiving nationwide attention on the integration of LinkedIn Learning. Read about it on the [LinkedIn Blog](#).

For questions or more information on LinkedIn Learning, please contact [Jerry Zaslow](#).

## Human Resources Recruitment Outreach



### Over 600 Job Seekers Attend Job Fair

Human Resources hosted a well-attended Job and Career Fair on September 26, 2019. Over 600 job seekers had the opportunity to interact with representatives from all County agencies. The annual Job and Career Fair is one element of Human Resource's outreach strategy to educate and attract a qualified pool of applicants.

We would like to extend our sincere gratitude to all the agencies for participating with enthusiasm and energy. It was an impressive showing of the broad nature and variety of careers offered by the County of Ventura.

### Help with the County's Application Process? We've Got You Covered!

Do you know anyone who is interested in working for the County of Ventura? Are you interested in promotional opportunities? Human Resources has online videos that offer instructions and tips on our application process. Take a look at our "[How To](#)" videos on the [Human Resources website](#). Application help, tips and suggestions are all just a click away!



# Keeping Up-to-Date with Deferred Comp

## Change to 401(k) Loan Rules

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



The Ventura County 401(k) Shared Savings Plan Loan Rules and Procedures have recently been updated. Currently, the interest on a 401(k) loan has been set at a rate of interest equal to the Reuters prime rate plus 0% as of the first day of the year. Beginning October 1<sup>st</sup>, 2019 (4<sup>th</sup> quarter 2019) the loan interest rate will be updated on a quarterly basis to a rate of interest equal to the Reuters prime rate plus 0% as of the first day of the quarter in which the loan is effective.

This rate change will only impact new loans transacted during the quarter and not existing loans. The interest rate at the time a loan is taken will remain in effect for the term of the loan.

Click here to view the complete [Loan Rules](#). Contact the Deferred Compensation Program with any questions at [deferred.compensation@ventura.org](mailto:deferred.compensation@ventura.org) or call **805.654.2620**.



### Fidelity Student Debt Tool

Managing student debt can be overwhelming. For many borrowers, it's not just about the debt, but the impact of debt on their day-to-day lives. Should you pay off your loans or save for retirement? When will you be able to take a vacation? What about saving for a child to go to college in the future? Managing loans while also considering overall financial wellness tops the list of concerns for many people. With so much confusing and conflicting information out there, how can you make heads or tails of the options available? Where do you begin? We would like to help make it easier.

We are excited to introduce a brand-new tool to help you manage your student loans and explore different ways to pay down your debt. The Fidelity Student Debt Tool was built to help borrowers take control of their student loan debt. For some, that may mean finding a lower payment with a federal, income-driven repayment plan, while others may be interested in applying to refinance or make extra payments. In the tool, a borrower can upload their information to:

- See all their loans, both federal and private, in one place
- Model out different strategies using actual loan information
- Find clear and actionable information about the options
- Get started making a change

Additionally, borrowers can learn about federal loan forgiveness programs like Public Service Loan Forgiveness, download step-by-step instructions for making changes to their repayment plan, and access robust FAQs.

Ready to get started? [Click here](#)

National Retirement Security Week:

Best Time to Review Your

**Retirement  
Strategy**



### National Retirement Security Week October 20-26, 2019

Mark your calendar for National Retirement Security Week (NRSW), October 20-26, 2019. This week is established by U.S. Senate resolution with the purpose of elevating public knowledge of retirement savings and to encourage employees to save and participate in their employer sponsored retirement plans.

Research shows only 2/3 of Americans are saving for retirement or saving at a level adequate to provide financial security in retirement. NRSW is a great opportunity for you to reflect on your personal financial situation, take advantage of retirement planning resources, and make changes to help you reach your retirement goals.

NRSW is an ideal time to get your Money Checkup at [NetBenefits.com/MoneyCheckup](https://NetBenefits.com/MoneyCheckup) to reassess your progress and get money tips based on your current situation. Schedule a 1:1 consultation with our onsite **Fidelity Retirement Planner, Andrew Kremer, CFP** to answer any questions and help create a retirement plan unique to your needs. Book your appointment [online](#) or by calling **800.642.7131**.

Visit [NetBenefits.com/ventura](https://NetBenefits.com/ventura) and:

- Check your current contribution level and consider an increase.
- Find out if you are contributing enough to earn the County's matching contribution. Be sure you are not leaving money on the table!
- Make sure your beneficiary is up-to-date and make any needed changes.
- Boost your financial IQ with online education and planning tools.

The County of Ventura is a strong supporter of NRSW and to celebrate, we will again be partnering with CEO Human Resources/Benefits and other County agencies to host the **4th annual Employee Health & Wealth Fair**, Thursday, October 24, 2019 from 10:00 a.m. – 1:00 p.m. at the Government Center. Additional information on this event is available in the announcement included in this new sletter.

## Risk Management Discusses Defensive Driving



Driving while conducting County business may be one of the riskiest activities our employees encounter each day. Traffic related accidents account for approximately 3% of the County of Ventura's Workers' Compensation injuries and costs. According to OSHA, "Each accident with a non-fatal injury costs an employer an average of \$74,000 and each accident with a fatal injury can cost an employer \$500,000 (and higher)". For the County of Ventura, the FY 2018/2019 data shows 545 new files in which there were 44 new auto liability cases, and \$577,600 paid to GSA for auto damage on 237 vehicles.

Before operating a vehicle, become familiar with the County of Ventura Vehicle Operator's Handbook, found in the glove box of all county vehicles. The handbook contains information on operation, accident reporting, vehicle registration, mechanical failure, preventative maintenance, car wash facility, central motor pool, county fuel keys, service facilities, repair/service request, county fuel sites, and alternative fuel sites. In case of an accident, immediately refer to the Driver's Report of Accident form found in the Accident Reporting Kit located in the vehicle glove box. For more information, please consult the County of Ventura [Vehicle Operator's Handbook](#) and [Driver's Report of Accident form](#).

Risk Management offers an annual Defensive Driving course that you are encouraged to attend. Course details for 2020 will be emailed out to all employees and included in the Training & Development Course Catalog.

## Be the Best You with VC-WELL!



### PROGRAM OFFERINGS

VC-WELL continually strives to offer innovative and fun activities to engage our workforce to be physically active and lead healthy lifestyles. Upcoming activities include:

- **2<sup>nd</sup> Annual County Co-Ed Softball Tournament** – October 5<sup>th</sup> & 6<sup>th</sup> at Camino Real Park in Ventura. With a larger field this year, 14 teams will compete for the championship trophy. New teams this year include: three Sheriff's teams, Agricultural Commissioner, and Harbor Administration. Joining them will be Airports, Assessor, Behavioral Health (HCA), CEO, DCSS, Probation, Public Health (HCA), Public Works, and RMA.
- **2<sup>nd</sup> Annual County Bowling Tournament** – February 8<sup>th</sup> at Buena Lanes in Ventura. Keep an eye out for an email from VC-Well in December for details on how to sign up as we'll have more room for employees to participate in this **free** & fun event!



### WELLtrek Challenge Update

Results for recent challenges.  
Congratulations to everyone who participated!

- Golden Sneaker Inter-Agency Challenge
  - Large Agency – Fire Protection (winner), GSA (runner-up)
  - Medium – Public Defender (winner), CEO (runner-up)
  - Small – Treasurer/Tax Collector (winner), Air Pollution Control (runner-up)
- Team Challenge
  - 1<sup>st</sup> Place – Pre Amble 28,224 daily step average
  - 2<sup>nd</sup> Place – Not Fast or Furious 17,769 daily step average
  - 3<sup>rd</sup> Place – Fast and Furious 13,449 daily step average
- The County held its first ever "Million Step March" (MSM) challenge, that spanned over 7 months between February - August. A total of 595 employees completed the challenge! Be sure to join the fun next year!

### New and Improved Wellness Website

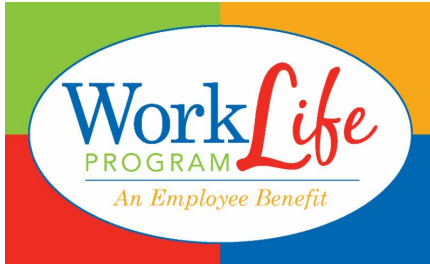
VC-WELL and CEO-IT have been working together diligently to



upgrade the County's Wellness website and registration page to make it more informative and user friendly. In addition to the upgrade, we will be adding a discounted fitness equipment store front where you'll be able to purchase fitness trackers and other health related merchandise. Keep an eye out for the new website that is scheduled to go live in January 2020.



## 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.



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, just for 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, lives 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.

**October 30, 2019**  
**Noon - 1:00 pm**

Atlantic Conference Room (Main Plaza level)  
Hall of Administration, Government Center



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

**October 8 and November 19, 2019**

**5:30 - 7:00 pm**

**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.