

Voluntary Employee Severance Program  
Plan D (DRAFT)

**1. Voluntary Participation Plan D.** All eligible employees may elect to participate in the severance program. Participation is completely voluntary. In addition, the employee at any time may end his/her participation in the agreement at any time. Plan D is offered to employees as a separate program to the Voluntary Employee Severance Programs Adopted by the Macoupin County Board and offered between the dates of September 8, 2008 and August 31, 2011.

**2. Service Tenure / Age Requirement.** In order to qualify for the program, employees must meet all eligibility requirements in regards to age and years of service to qualify for benefits from the Illinois Municipal Retirement Fund (IMRF). Employees who enrolled in the Voluntary Employee Severance Program as adopted by the Macoupin County Board between the dates of September 8, 2008 and August 31, 2011 are not eligible to enroll in Plan D.

**3. Enrollment Period for Plan D.** Enrollment period begins upon approval of the Macoupin County Board. Enrollment period ends at the close of business on Monday, August 31, 2013.

**4. Date of Voluntary Severance.** Ending date of employment (voluntary severance) must be initiated by the employee and agreed upon by the employee's supervisor prior to August 31, 2013. The employee's supervisor must inform the County Board office in writing of the ending date of employment at least one week prior to the date agreed upon between the employee and the supervisor.

**5. Insurance Premium Cost Sharing.** The County will share the cost of health and dental insurance premiums with the employee according to the schedule below.

Year 1	Year 2	Year 3	Year 4	Year 5	Year 6+
100%	80%	60%	40%	20%	10%

**5a.** Year 1 begins on the ending date of employment and ends on August 31, 2013. Year 2 begins on September 1, 2013 and ends on August 31, 2014. Each subsequent year begins on September 1 of that year and ends on August 31 of that year.

**5b.** The value of the premiums paid to the employee by the County will be paid as if the employee maintained employment with Macoupin County, i.e. office visit and premium co-pays, all out-of-pocket expenses, drug card, etc. will apply. Employees participating in the program are entitled only to the benefits and levels of benefits available to current non-union employees enrolled in the County's health and dental insurance plan.

**5c.** If the participating employee secures health and/or dental insurance with another employer, the participating employee is rendered ineligible for the insurance premium cost sharing plan according to this agreement.

**5d.** When the participating employee reaches age 65, the employee is rendered ineligible for the benefits of the premium cost sharing associated with this plan.

**6. Payment of Premium.** Macoupin County will pay the full health and dental insurance premiums and will collect the applicable premium cost share portion from the employee on a monthly basis.

**7. Dependent Coverage.** If an employee elects to participate in the program, dependent coverage will not be possible after the ending date of employment.

**7a. Limitations by Health Insurance Carrier.** The health insurance carrier (as designated by the County Board) may place provision(s) limiting the participation in this program by the employee and/or their dependent(s). Employees are encouraged to first contact the health care provider to determine their eligibility for coverage. Nothing in this program will supersede limitations enacted by the health insurance carrier.

**8. Limitation on Number of Participants.** The number of participating employees is limited to no more than one-quarter of the employees in each office within each department. This number can be increased at the discretion of the supervisor. The individual choosing to volunteer for this severance program will be prioritized based on date and time of application. If two employees apply at the same time, the individual with most seniority will be chosen first. Any employee who is denied this program based on the cap percentage will be put on a list to be used if this program is continued next fiscal year (FY 2013-2014).

**9. Filling of Vacancies.** Except for critical public safety positions, any positions that become vacant due to an employee's participation in the program, the position being vacated must remain vacant for the remaining portion of Fiscal Year 2012-2013 unless specifically authorized by a recommendation of the Finance Committee and subsequent action of the Macoupin County Board.

**10. Governance Committee.** A Governance Committee is created to administer the Voluntary Employee Severance Program. The Governance Committee shall be made up of the Chairman of the Finance Committee, a union employee in County government appointed by the Chairman of the County Board, a non-union employee in County government appointed by the Chairman of the County Board and an elected County Official appointed by the Chairman of the County Board. The Governance Committee shall have the authority to settle all questions and disputes arising from the institution of the program. In the event insurance plan changes are necessary as a result of the implementation of the national Affordable Care Act, the Governance Committee will be the responsible authority for reviewing the program and taking any necessary action if needed.

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