

**Department:** County Management      **Program Contact:** Travis Graves  
**Program Offer Type:** Existing Operating Program      **Program Offer Stage:** As Proposed  
**Related Programs:**  
**Program Characteristics:**

### Executive Summary

The Employee Benefits Program provides comprehensive health/dental, life and disability coverage, FMLA/OFLA leave administration and flexible spending accounts for approximately 12,400 eligible individuals. Employees have the option of enrolling spouse or domestic partners and dependent children. The Wellness Program promotes and supports a healthier workforce, serving employees and families by providing a wide variety of activities, education and services to promote health and well-being holistically across seven dimensions of wellness.

### Program Summary

Internal administration of the Benefit Programs supports the county's unique business, labor and financial requirements, while providing sound fiscal management of the offered plans to obtain the best benefit value for employees and the organization. The highly trained professional staff oversee administration of a complex array of benefit plans ensuring the county remains compliant with labor contracts, federal, state and local laws and mandates.

The Benefits Program consults and coordinates with county employees and departments to ensure timely enrollment in benefit plans, accurate payroll deductions, user-friendly benefit communication/educational materials, and act as an effective liaison between employees and benefit providers to facilitate problem resolution. The program works closely with county labor unions and management to structure benefit components that provide desirable, affordable and sustainable benefit options within budgetary constraints.

Wellness programs can help reduce employee health plan costs and absenteeism, while enhancing employee retention, morale, and productivity. The Employee Wellness Program serves the specific health and wellness needs of our employees as documented by health plan claims, population health data, and employee input. Programming and policies focus on a holistic approach to health across multiple dimensions of wellness including physical, emotional, intellectual, financial, social, environmental, and a sense of purpose. Program activities are planned and implemented to promote sustainable practices, be inclusive of all employees, communicate in a gender neutral manner, and help employees to foster a healthy and safe work-life balance across all county departments. Health plan partnerships and resources supplement program efforts.

Benefits and Wellness work together to support employees with generous protected leave programs, access to lactation and wellness spaces, education for managers of employees taking parental leave and returning from those leaves.

### Performance Measures

Measure Type	Primary Measure	FY19 Actual	FY20 Budgeted	FY20 Estimate	FY21 Offer
Output	Medical plan annual member count	12,400	12,500	12,400	12,400
Outcome	Participation in county wellness programs	11,427	11,000	12,900	12,000
Efficiency	County's annual benefits cost change per employee	6.0%	6.0%	5.0%	6.0%

### Performance Measures Descriptions

Output: Total number of members enrolled in health plan coverage during the plan year. This includes employees, retirees, COBRA participants and dependents from all. Outcome: This totals the participation across all Wellness offerings in which some report unique participants and others report number of engagements by participants (not unique). Efficiency: Actual and projected changes in annual county benefit costs per employee.

## Legal / Contractual Obligation

County labor contracts have benefit mandates for active and retired members. Benefits are governed by Federal/State/local laws and agencies, including the IRS, Dept of Labor (DOL), Dept of Health and Human Services (HHS), COBRA, Working Families Tax Relief Act, Older Workers Benefit Protection Act, Genetic Information Nondiscrimination Act (GINA), HIPAA, PPACA, CHIP, civil rights and EEO laws. Labor contracts require a transit pass be provided, so the county follows OAR Chapter 340, Div 242 that requires employers provide commute options to achieve and maintain a reduced auto trip rate.

## Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2020	2020	2021	2021
Personnel	\$0	\$3,106,972	\$0	\$3,121,915
Contractual Services	\$0	\$1,371,000	\$0	\$1,574,773
Materials & Supplies	\$0	\$112,624,663	\$0	\$112,558,709
Internal Services	\$0	\$484,910	\$0	\$393,296
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$117,587,545</b>	<b>\$0</b>	<b>\$117,648,693</b>
<b>Program Total:</b>	<b>\$117,587,545</b>		<b>\$117,648,693</b>	
<b>Program FTE</b>	0.00	13.12	0.00	13.12

Program Revenues				
Other / Miscellaneous	\$0	\$112,992,945	\$0	\$117,633,693
Service Charges	\$0	\$20,400	\$0	\$15,000
<b>Total Revenue</b>	<b>\$0</b>	<b>\$113,013,345</b>	<b>\$0</b>	<b>\$117,648,693</b>

## Explanation of Revenues

Sources of revenue are: departmental contributions for health plan coverage (\$84,857,066 Actives/\$7,900,000 Retirees), Short and Long Term Disability and Life Insurance (\$3,172,799); benefit administration charge, (\$4,653,438), employee payroll deductions (both pre- and post- tax) for benefit plan participation (\$5,500,000), premium payments from retirees and COBRA participants (\$4,650,000), charges for Fitness Classes (\$15,000) and operational refunds/forfeitures/rebates/performance guarantee penalties from vendors (\$830,000).

## Significant Program Changes

**Last Year this program was:** FY 2020: 72020-20 Central HR Employee Benefits

Three positions that were under-filled are being "right-sized", with reallocations in the budget. The salary savings are being added to temp funding, which is being used to cover the costs of an LDA HR Analyst 2 position to be filled in early 2020. The LDA position is needed while we stabilize in Workday and to assist the team as tasks are absorbed from the departure of an HR Analyst Senior in 2019. The positions that were changed include 2 HR Analyst Senior positions changing to HR Techs and an HR Analyst 2 to an HR Analyst 1.