



[www.bannockcounty.us](http://www.bannockcounty.us)

**Bannock County has four different Employment Applications**

1. To apply for a position with **Bannock County** except for Sheriff's Department and Juvenile Departments, please submit a completed application to the following address:

**Bannock County Courthouse  
Personnel/Risk Management Department  
624 E. Center, Room 101  
Pocatello, ID 83201-6274**

or fax to (208) 236-7022. Call 236-7217 or 236-7297 for additional information.

2. To apply for employment with the **Bannock County Sheriff's Department**, please submit a completed **Bannock County Sheriff's Department Application for Employment** to the following address:

**Bannock County Sheriff's Department  
P.O. Box 4666  
Pocatello, ID 83205-4666**

Pick up applications between 8:00 a.m. and 5:00 p.m. Monday - Friday at the **Bannock County Sheriff's Department** at **5800 South 5<sup>th</sup> in Pocatello** or call **236-7100** Lt. Gwen Evans for information.

3. To apply for employment with the **District VI Juvenile Detention Center**, please submit a completed **District VI Juvenile Detention Center Application for Employment** to the following address:

**District VI Juvenile Detention Center  
P.O. Box 4926  
Pocatello, ID 83205-4926**

or fax to (208) 234-1094. Call 234-1080 ext. 10 for information.

4. To apply for employment with the **Bannock County Juvenile Justice and Probation**, please submit a completed **Juvenile Justice and Probation Application for Employment** to the following address:

**Bannock County Juvenile Justice and Probation  
P.O. Box 4926  
Pocatello, ID 83205-4926**

or fax to (208) 234-1094. Call 236-0606 ext. 20 for information.

## **Bannock County Benefits Summary**

**As part of Bannock County's compensation package, Bannock County makes available the following benefits for its full-time benefit eligible employees:**

### **Medical, Rx, Dental and Vision Benefits**

Administered by the GEMPLAN – Government Employees Medical Plan. For more information and/or to contact the GEMPLAN, call **237-9696** in Pocatello, **1-800-632-0905** or visit the Blue Cross Web Site at [www.bcidaho.com](http://www.bcidaho.com).

- To view the list of Preferred Provider Organization (PPO) members – Blue Cross of Idaho visit the Blue Cross Web Site at [www.bcidaho.com](http://www.bcidaho.com).
- To view the list of VSP Vision network doctors call (800) 877-7195 or visit the VSP Web Site at [www.vsp.com](http://www.vsp.com). Bannock County has the Blue Cross of Idaho Plan CIII with VSP.

### **Public Employee Retirement System of Idaho**

1. **PERSI Base Plan** - Bannock County employees become a PERSI member when they begin to work in a benefit eligible position. Enrollment in the PERSI Base Plan is automatic. Both our employees and Bannock County make contributions to PERSI. Employee contributions are credited to their personal account, while Bannock County contributions are pooled in a trust fund to cover benefits. The actual value of your employee benefit exceeds your contributions. When you retire, PERSI will pay you every month for as long as you live – and if you selected a retirement option with survivor benefits, your contingent Annuitant will receive a benefit for life after your death.
  - **PERSI Disability Benefits** – Base Plan contributions also provide for disability coverage. As a vested PERSI member, if you should become totally and permanently disabled while an active member, you may be eligible for a disability benefit. Disability for retirement purposes is considered to be a total and permanent physical or mental impairment that prevents you from earning a livelihood. If you perform any work for compensation, you will not be considered disabled. Effective July 1, 2006, PERSI members applying for disability benefits have a limited period of time to file an application. The law requires inactive members applying for PERSI disability benefits to file their claim within one year of the date of their last contribution to PERSI. Members go from active to inactive status when they are no longer eligible to accrue service or make contributions.
  - **PERSI Death Benefits** – Whether an active or inactive member, if you die after becoming vested and had named your spouse as your sole beneficiary, PERSI will offer your spouse the choice of a lump sum payment or your remaining contributions plus interest or a monthly allowance payable for life. The lump sum death benefit for vested members is two times you account balance with interest. Any beneficiary may waive their rights to receive a benefit. By doing so, they will be treated as having predeceased the member. If you die before becoming vested, your beneficiary will receive your account balance plus any interest accrued.

To learn more about PERSI, or for more detailed information about your retirement options and benefits, visit the PERSI Web site at [www.persi.state.id.us.com](http://www.persi.state.id.us.com). You may also contact the PERSI Answer Center Monday – Friday between 7:30 a.m. and 5:30 p.m. (Mountain Time) by calling (208) 334-3365 in the Boise area, (208) 236-6225 in the Pocatello area, or toll-free (800) 451-8228 from other parts of the state.

2. **Public Employee Retirement System of Idaho – PERSI Choice Plan** The Choice Plan 401 (k) is a defined contribution savings options for active members. It allows you to contribute a portion of your salary on a tax-deferred basis via payroll deduction. This means your contributions come out of your paycheck before taxes, thereby reducing the amount of taxes you pay during the year. The Choice Plan has 11 investment options. One of the most popular is the PERSI Total Return Fund (TRF), which mirrors the Base Plan investments. The TRF is the default investment fund. Contributions are automatically invested in TRF unless the participant elects to do other wise. TRF has no investment fee; however, fees are associated with the other 10 investment options. Unlike the Base Plan, you manage your Choice Plan funds. In most cases, you may change deferral amounts and investments at any time. The plan restricts a participant from making more than two transfers between the international funds within a 90-calendar-day period. No fee is charged for making changes to your account. PERSI pays the record keeping fees for active members. For more information about PERSI Choice Plan call toll free 1-866-ID-PERSI or visit the PERSI Web Site at [www.persi.state.id.us/Choice.htm](http://www.persi.state.id.us/Choice.htm).

### **NACo's Deferred Compensation Program**

The National Association of Counties, Nationwide Retirement Solutions and state associations of counties have partnered to provide county employees with a wide variety of retirement programs. Bannock County offers the Deferred Compensation Program.

Since its inception in 1980, NACo's Deferred Compensation Program has grown to become the largest supplemental retirement income program available to county employees. More than 380,000 county employees from over 1,900 counties currently participate in the Program, with accumulated assets of more than \$6.0 billion.

The NACo Deferred Compensation Program offers county employees a way to augment retirement savings while postponing the payment of federal, and in many cases, State income taxes. The NACo Deferred Compensation Program allows county employees the opportunity to voluntarily contribute a portion of their wages to a special account and to direct these contributions to one or more investment options. Thus, the Program offers county employees a valuable savings alternative that can be used to supplement their retirement income.

For more information on NACo's Deferred Compensation Program: visit [www.nrsforu.com](http://www.nrsforu.com), phone using the Automated Voice Response Unit by calling 1-877-677-3678, phone Direct Access-Retirement Specialist (available Monday – Friday from 8 a.m. to 9 p.m. (ET).) by calling 1-877-677-3678 (then press 1, then press 2).

Deferred compensation, under Internal Revenue Code Section 457, is a tax-favored supplemental retirement savings program that generally allows public employees to contribute a portion of their salary before federal income taxes (State income tax may

also be deferred in certain states.) to a retirement account. These programs are offered exclusively to public employees and non-taxable entities, and are designed to help you.

You may withdraw funds under the following conditions:

- When you terminate your employment or retire, according to the plan, at any age and for any reason.
- When you have reached age 70 1/2, stop your contributions and elect to begin receiving your funds.
- If you experience an unforeseeable emergency\* as defined by the IRS.

Unless one of these conditions occurs, you may not withdraw the funds while you are still employed. These restrictions, are part of the federal law which governs this program, protects your investment and its tax-favored status.

There are no penalties in a standard 457(b) account when you withdraw your money. However, if you take distributions before age 59 from a rollover account from a qualified plan such as a 401 (k) or an IRA, you may be subject to early withdrawal penalties.

### **Employee Assistance Program**

Your Employee Assistance Program (EAP) is a service provided by Bannock County with no out-of-pocket expense, as a benefit to you. It is designed to offer you and your immediate family members short-term, counseling services, in a safe, confidential, environment, with professional therapists who hold a master or above in psychology, counseling, social work or other directly related fields of study; and who are trained to assist with personal or work related issues.

Most people experience personal or family related challenges in the course of their everyday lives. A variety of problems that create difficulties and hardships at home and at work can be resolved through your EAP. Seeking assistance early will help to reduce the potential of the problem escalating and requiring possibly expensive services. Issues that can be resolved through the EAP include emotional problems, work related issues, alcohol, substance abuse, family, anxiety, personal issues, eating disorders, crisis, stress, etc.

Bannock County has recognized that most difficulties can be resolved successfully if identified in the early stages, and appropriate assistance is offered and received.

Utilization of the EAP is purely voluntary, and is available to you, and your immediate family dependents to access the EAP. All that is required is that you call one of the numbers listed to schedule an appointment; individuals within your family may also call for themselves, or other family members. Remember, it is confidential. Your family, employer or co-workers will not have knowledge of your request for assistance.

Provided by Bannock County at no cost to the employee and administered by Rocky Mountain EAP at (208) 227-0152 or (866) 260-9490.

Also, provided by Bannock County at no cost to the employee and administered by Standard Insurance Company telephone consultation and online access to EAP services are always available by calling (888) 293-6948 or logon to [www.horizoneap.com](http://www.horizoneap.com). Bannock County's program with Horizon Care includes up to three face-to-face assessment and counseling sessions that they will schedule according to your needs.

### **Life Insurance**

Bannock County provides Standard Insurance Company's Life and Accidental Death & Dismemberment insurance coverage for our employees along with \$1,500 for spouse and \$1,000 for dependent children. Enrollment is required to participate.

### **Voluntary Group Decreasing Term Life Insurance**

Idaho NCPERS Group Decreasing Term Life Insurance underwritten by The Prudential Insurance Company of America and administered by Gallagher Byerly, Inc. allows you to purchase additional group decreasing term life insurance at a group rate that does not increase with age. This coverage pays your beneficiary a maximum benefit amount in your younger years and a gradually decreasing benefit amount in your older years. Includes coverage on or off the job, total disability protection, accelerated benefit option, dependent coverage, and accidental death & dismemberment benefits. Open enrollment is every September through November.

### **Base Long Term Disability Plan**

Bannock County provides Standard Insurance Company's Base Long Term Disability Plan that is designed to help protect your income in the event you are unable to work due to a covered disability. Your LTD coverage under the Base LTD Plan will go into effect on the day after you serve your 90 day eligibility waiting period, provided you meet the active work requirement. The monthly LTD benefit amount is determined by multiplying your insured pre-disability earnings by the specified benefit percentage (40%). This amount is then reduced by other income you receive or are eligible to receive while LTD benefits are payable. The maximum benefit period is based on a two-year age-graded table.

### **Enhanced Long Term Disability Plan**

Bannock County allows you to enroll in Standard Insurance Company's Enhanced Long Term Disability Plan that is designed to help protect your income in the event you are unable to work due to a covered disability. Your LTD coverage under the Enhanced LTD Plan will go into effect on the day after you serve your 90 day eligibility waiting period, provided you meet the active work requirement. The monthly LTD benefit amount is determined by multiplying your insured pre-disability earnings by the specified benefit percentage (60%). This amount is then reduced by other income you receive or are eligible to receive while LTD benefits are payable. The maximum benefit period is based on an age-graded table to age 65. If you become disabled before age 62, LTD benefits may continue during disability until you reach age 65. If you become disabled at age 62 or older, the benefit duration is determined by your age when disability begins.

### **Direct Deposit**

At no cost to you, your paycheck can be wire-transferred into your bank, credit union, or savings and loan. This places your paycheck into your account automatically each pay period.

### **AFLAC**

Through payroll deduction, employees have the opportunity to participate in AFLAC Supplemental Benefit Plans – Personal Accident Indemnity Plan, Personal Cancer Indemnity Plan, Hospital Protection, Specified Health Event Protector, and Hospital Intensive Care Protector. An example of some of the benefits paid depends on the coverage elected, but could include: hospitalization, surgery, radiation & chemo for cancer, ambulance ground & air, physical therapy, diagnostic & wellness exams, travel & lodging and hospice/home health. AFLAC Supplemental Benefits are portable. They can be continued and paid personally or deducted from you PERSI Retirement at the same price. Please contact AFLAC at (208) 237-3088.

### **Vacation Leave**

Paid vacation accrues each pay period based on length of service.

### **Sick Leave**

Paid sick leave accrues each pay period.

### **Holiday Pay**

Paid Holidays observed on: January 1<sup>st</sup> - New Year's Day, Third Monday in January - Martin Luther King, Jr. Human Rights Day, Third Monday in February - Presidents' Day, Last Monday in May - Memorial Day, July 4<sup>th</sup> - Independence Day, First Monday in September - Labor Day, Second Monday in October - Columbus Day, November 11<sup>th</sup> - Veteran's Day, Fourth Thursday in November - Thanksgiving Day, and December 25<sup>th</sup> - Christmas Day.

### **Bereavement Leave**

Up to three days of paid leave of absence for a death in the employee's immediate family.