

Law Enforcement Officers Retirement Benefits

Law Enforcement Officer's Benefits are covered in a booklet provided by the Department of the State Treasurer of North Carolina.

SECTION 5

Insurance After Retirement

No post-retirement health insurance benefits will be provided for employees hired on or after July 1, 2009. Any full-time County employee, hired prior to July 1, 2009, who retires from service (regular or disability) under the provisions of the North Carolina Local Government Employee's Retirement System or the North Carolina Law Enforcement Officer's Benefit and Retirement Fund with fifteen (15) years of service with Wayne County can remain on the County group and must pay the entire premium. When an employee hired prior to July 1, 2009 has 25 years of continuous service with Wayne County at any age, the County of Wayne will pay the employee's premium in the group plan until age 65 at which time the retiree shall be switched to a Medicare supplement policy. The county will pay up to an individual rate amount per month toward the Medicare supplement. Retiree must pay the balance due.

SECTION 6

Tuition Reimbursement

The County of Wayne provides opportunities for employees to improve skills and job performance or to prepare themselves for promotion opportunities within the County service by means of a tuition assistance program.

A. Definitions

- **Approved Course:** An approved course is one which will either improve the employee's ability to perform his/her present job or will help prepare him/her for a job with the County which will demand a higher level of responsibility and/or skill.
- **Approved Institution:** Any accredited college, university, technical institute or correspondence school, or any other institution approved by the County.
- **Eligible Expenses:** At community colleges, tuition, registration fees, laboratory fees, required textbook(s) and student fees are eligible reimbursement expenses. Special equipment, supplemental reading books, tools, and miscellaneous supplies such as pencils and paper are not reimbursable expenditures. All reimbursement is subject to availability of funds.
- **Successful Course Completion:** Successful course completion will normally be construed to be a grade of "C" or better when grade letters are given. Otherwise, as in the case of Pass/Fail courses, or in the course when no grade is given, a written statement of successful completion from the instructor will be equally acceptable to demonstrate successful completion of a course.

B. Procedure/Rule

All full-time employees who have completed one year of service and who are not receiving educational financial assistance from another source will be eligible to apply for financial assistance under this program. In cases where an employee is receiving funds from another source that do not cover all the expenses, the County's program may be used to help defray costs over the amount of the funds received for approved courses. In order to apply for the tuition assistance program, the following steps are to be taken by the employee:

1. The employee obtains and completes in duplicate a Tuition Assistance Program Application form as soon as he/she decides to take a course.
2. All copies of the completed application are to be submitted to the employee's department head via the supervisor, if applicable. After the course and institution are approved by the department head, two copies of the application are submitted to the Human Resources Director.
3. If the supervisor or department head does not approve an application, he/she will discuss with the employee the reasons for not approving the application.
4. After the Human Resources Director reviews the application, a copy will be returned to the employee. A Refund Request Form will be attached for the employee to use to keep a formal record of expenditures.
5. After successful completion of the course, the employee may apply for reimbursement of eligible expenses using the following steps:
 - a. Complete a Tuition Assistance Program Refund Request form, listing all eligible expenditures. Attach all receipts and verification of passing grade and submit to the department head.
 - b. After review of the department head, the employee submits the TAP Refund Request form with attachments to the Human Resources Director within thirty (30) calendar days after completing the course or five days prior to the end of the fiscal year, whichever comes first.
 - c. After verification of reported expenses, the Human Resources Director will send the TAP Refund Request form with attachments to the finance department for reimbursement of expenses for which the employee is eligible.

All reimbursements are subject to availability of funds up to the following amounts:

Doctorate programs: up to \$700 per course
 Graduate programs: up to \$600 per course
 Bachelors Programs: up to \$500 per course
 Associates Programs up to \$400 per course
 Certification/Cont. Ed: up to \$400 per course

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 By Jerilyn Lee, Director of H.R.*

After reimbursement is received, employee is expected to remain employed with the County of Wayne for three (3) years. If employee leaves prior to three years employment, employee will be required to repay all or part of reimbursement depending upon amount of service time completed. Amount to be repaid will be calculated on a prorated basis and deducted from the employee's final compensation to the extent possible.

SECTION 7

Benefits/Other-Fixed

Wayne County, as the employer, provides the following additional benefits to its employees:

Workers' Compensation- Provides coverage to all full and part-time employees to cover medical expenses and lost time from work due to work related injuries.

Wayne County will offer life insurance to full time employees equal to the employee's annual salary, rounded to nearest thousand. Enrollment is required.