

# CULLMAN COUNTY COMMISSION

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## Employee Termination Information - Voluntary

### Voluntary Termination (Resignation, Retirement, etc.):

- Notification of Termination – You should provide your immediate supervisor or department head a written letter of resignation, retirement, etc.
- State Retirement – If you have been in the state retirement system for 10 years or longer you are fully vested in your retirement benefit. You may leave your retirement benefit in place and receive a monthly benefit once you reach retirement age. Or you may choose to withdraw all your retirement funds. This option is also available to those who have less than 10 years in the retirement system and are not vested. More information is available on the Retirement Systems of Alabama website at [www.rsa-al.gov](http://www.rsa-al.gov) or by calling (877) 517-0020
- Continuation of Health Benefits/Non-Retiree – You may continue your health benefits with Blue Cross Blue Shield of Alabama by applying for COBRA Continuation of Coverage. You will receive an official packet of information regarding this coverage after your termination date. This information must be sent to you via registered mail, however for planning purposes the rates for health (medical/dental/vision) coverages are: (Note: These rates are subject to change, without prior notice)
  - Individual Coverage - \$559.82
  - Family Coverage - \$1268.08
- Continuation of Health Benefits/Retiree – You may continue your health benefits with Blue Cross Blue Shield of Alabama if you have been employed by the County for a minimum of ten (10) years by transferring to a retiree plan through Cullman County Commission. For planning purposes the rates for health (medical/dental/vision) coverages are: (Note: These rates are subject to change, without prior notice)
  - Under Age 65 (Same plan as regular employees)
    - Individual Coverage - \$40.18
    - Family Coverage - \$184.44
  - Over Age 65 (C+ coverage to compliment Medicare – No prescription drug coverage – No Vision Coverage, Separate Dental policy)
    - Individual Coverage - \$70.00 (Effective 1/1/2016)
    - Family Coverage – not available
- Life Insurance Benefits – Your county paid life insurance will end on your last day of employment. There is no conversion option with this benefit.
- Supplemental Benefits – Any supplemental benefits you may have will end with the final payroll deduction taken for these benefits. You may contact the benefit provider directly to inquire about conversion options.
- Payout of Earned Leave – All earned unused annual leave will be paid out with your last paycheck. Sick leave is automatically forfeited upon termination and is not eligible for payout. Vested employees in the Tier 1 state retirement system may convert unused sick leave to retirement time credit.
- Return of All County Property – All Cullman County property (equipment, tools, uniforms, keys, passpoint entry cards, badges, etc.) should be returned to you supervisor or department head.

If you have any questions or need any other information, please contact the Cullman County Personnel Department at (256) 775-4884 or (256) 775-4879