

Employee Information Session

Janice Lane
Human Resources Director

Session Agenda

- Introductions/Housekeeping Items
- Welcome from Human Resources Director
- Employee Job Referral Program
- Employee Shout Outs
- Employee Benefits/Wellness Updates
- Safety Discussion
- Annual Holiday Award Luncheon
- Employee Questions



About Me

About Me

- Native of Harnett County
- My husband and I currently live in Lillington
- I have been in the Human Resources field for 25 years
- I am excited to be here and help invest in the employees so we can continue to grow!



Bailey



Bogey



Employee Job Referral Program

Job Referral Program

- New program to help with employee recruitment
- County employees can receive 4 hours of admin leave if they refer an individual to apply for a vacant position AND that individual is successfully hired.
- The County wants to attract, retain and GROW high performing employees.



Employee Shout Outs

Employee Shout Outs

- Consider nominating a co-worker, who you feel goes the extra mile, to be recognized in our next employee newsletter
 - Send shout outs to Janice Lane at jlane@harnett.org



Employee Benefits Updates

Prescription Plan Update

- Diabetic medications are still covered 100% through Blue Cross Blue Shield
- Diabetic supplies are still covered 100% through Edwards Health Care Services.
 - **CHANGE IN BENEFIT**– Edwards can now only ship a 30 Day supply of diabetic supplies

Prescription Plan Update

If you have recently paid a co-pay on a diabetic prescription, please contact Missy in HR at extension 6403. She will help you work with BCBS to get reimbursement for any copays you may have paid out.

Employee Benefits

- New provider MarkIII
- Benefits plan runs July 1, 2022 through June 30, 2023
- Find details about your benefits, download forms, and submit claims at:

mymarkiii.com/harnettcountync

Employee Benefits Portal

Find details about all of your benefits, download forms, submit claims, ask questions, and more at <https://mymarkiii.com/harnettcountync>.



- ✓ Benefits Guide
- ✓ Product Videos
- ✓ Policy Certificates
- ✓ Plan Forms
- ✓ Contact Info
- ✓ Enrollment Info



Scan me!

Available 24/7* from any internet enabled device for your convenience.

*As with all technology, due to technical difficulties beyond our control there may be small windows of time the benefits website is down. In the case of outage, plan information can always be requested from your HR office or Mark III Employee Benefits.

Employee Health Clinic

• Clinic Hours

- Monday-Friday 8am-11:15am and 1pm-4:15pm
- Call 910-893-7550 to schedule an appointment
- Location: Harnett County Health Department
307 W Cornelius Harnett Blvd
in Lillington

• Services include:

- Sick Visits
- Certain minor procedures such as stitches, wart removal, wound care, etc.
- Ordering imaging studies such as x-rays, ultrasounds as necessary
- Routine lab tests
- Vaccines including Tdap, Flu, Pneumonia, and COVID

Fall Wellness Challenge



Fall Wellness Challenge

• Overview

- Starting October 10th
- Challenge will run for 4 weeks
- Each week will represent a quarter as in a football game.
- Form a team of 1-4 participants.
- Stay tuned for more details from Missy King in HR.

• Prizes

- Meet personal goals
- Score points
- Win Prizes!!!
 - \$25 gift card for top individual.
 - \$25 gift card for each member of the team that wins.
 - Weekly drawings that participants will be eligible for a \$25 gift card

Questions on your Employee Benefits?

For any questions related to your employee benefits,
please contact:

Missy King

Benefits & Wellness Specialist

910-814-6403

mking@harnett.org



Safety Discussion

Safety Reminders

- Always report unsafe conditions
- Maintain a clean workstation/work area
- Always wear protective equipment
- Stay up to date with new procedures or protocols

Safety Reminders

- Maintain proper posture when lifting or when sitting
- Use tools, equipment and machinery properly
- Always be aware of your surroundings
- Be vigilant in reporting sicknesses to reduce possible exposure

Questions on Safety or Workers' Compensation?

For any questions related to safety or workers' compensation, please contact:

Angela McLamb

Risk Management and Safety Coordinator

910-814-6402



Annual Employee Award Luncheon

Employee Award Luncheon

- 2022 Employee Award Luncheon will be held on Friday, December 2nd
 - Ron's Barn will be catering
 - The luncheon will be virtual with a slideshow of special anniversaries and retirements



Questions?



Janice Lane

Human Resources Director

910-814-6401

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