

Frequently Asked Questions

QUESTIONS CONCERNING LAYOFF PROCEDURES

- ***When are layoffs effective?***

The last day of work will be the end of business on June 30, 2021.

- ***What are my layoff rights if I receive a layoff notice?***

Since your position may be subject to layoff, you may have the right to displace employees in other positions within your Department. The New Jersey Civil Service Commission is responsible for determining your seniority, lateral placement, demotion and/or special reemployment rights.

- ***How and when would an employee learn if they have layoff rights?***

Once the New Jersey Civil Service Commission determines what your rights are, they will issue a layoff determination letter directly to each affected employee. Employees should receive this letter approximately two weeks prior to layoff date.

- ***Can an employee bump outside their Department?***

No, bumping only occurs within the Department.

- ***Once a laid-off employee is notified of bumping rights, how does that employee exercise that right?***

The layoff determination letter advises laid-off/bumped employees of their rights, if any. It requires that employees advise the County of Union and Civil Service Commission in writing as specified in the letter, whether or not they will exercise the title rights afforded to them.

- ***Does a laid-off employee have to exercise their “bumping” rights?***

No. A laid-off employee eligible to bump may elect to take the layoff. In that case, the employee would be placed on a special reemployment list for the classification from which they were laid off.

- ***What are my rights once I am laid off? Can an employee be recalled/rehired?***

A permanent employee who has been laid off or demoted shall be entitled to special reemployment rights to their previously held lateral or demotional title. Ranking on a list is based on the employee's permanent title and seniority at the time of layoff. The special reemployment list supersedes all other lists. Special reemployment lists have no expiration date.

- ***How long does the Special Reemployment List (SRL) last?***

Until all names on the list have been exhausted.

- ***Can I refuse a job offer and remain on the Special Reemployment List (SRL)?***

The name may be removed from the SRL for “inability, unavailability or refusal of eligible to accept appointment.” An eligible employee who has declined appointment may, upon written request, have their name withheld from future certifications until available for appointment. An appropriate representative of the Civil Service Commission must be notified when the eligible employee wishes to be considered for certification.

- ***At what seniority level would I be placed if reemployed from a Special Reemployment List?***

Upon re-appointment from the SRL, an employee is considered to have continuing service from date of original hire (prior to layoff). However, time spent out of services as a result of layoff will be deducted from seniority.

- ***Can I refuse a job offer and remain on the SRL?***

If you accept alternate employment through an intergovernmental transfer, you will be removed from the special reemployment list.

QUESTIONS CONCERNING UNEMPLOYMENT

- ***Can a person being laid off collect unemployment?***

Yes.

- ***How do I apply for unemployment?***

You can apply online www.njuifile.net

- ***How long is unemployment?***

Unemployment lasts for 26 weeks.

- ***If I retire can I collect unemployment?***

The Department of Labor will review each individual’s application and make a determination.

- ***If I choose to retire, when do I have to file for retirement?***

Employees must file prior to the effective date of layoff and must provide a letter to the Department Director indicating their decision to retire.

- ***If I retire, when do I receive my first pension check?***

Typically, employees receive their first pension check the month following the effective date of their retirement from the State Division of Pension & Benefits. However, this is determined by the State Division of Pensions and may be impacted by the time of when an employee applies for retirement and is subsequently approved.

- ***If I retire, am I eligible to be paid for my sick and vacation time?***

Your full 2021 vacation entitlement and any carry over from 2020 will be paid. Sick time is prorated upon retirement. Employees retiring with 25 years or more of service with at least 100 accumulated sick days will receive a sick time payout.

- ***If I am not vested in a pension system, what happens to my pension?***

Because you were laid off, your pension account can remain active for up to 10 years with PERS (Public Employees' Retirement System) and 5 years with PFRS (Police & Firemen's Retirement System), rather than the customary 2 years. A request in writing to the New Jersey State Division of Pension is required. If you elect to withdraw your pension, you will only be entitled to your contributed portion of your pension if you are a PFRS employee. PERS employees with more than 3 years posted service credit will receive modest interest on their contributions.

QUESTIONS CONCERNING HEALTH BENEFITS AND BENEFIT TIME

- ***How long will my medical benefits last?***

For Lay Off effective: June 30, 2021

Health benefits end on: July 31, 2021

Dental ends on: July 31, 2021

Prescription ends on: July 31, 2021

Vision ends on: July 31, 2021

- ***Can I enroll in COBRA? If so, how long***

Yes, you will be receiving a COBRA package from Medcom and have the option to enroll by completing the forms. COBRA can be maintained for a maximum of 18 months and all payments will be processed by Medcom. See below for COBRA monthly rates:

Medical and Prescription			
HSA		EPO	
Single	\$473.93	Single	\$452.87
2 Adults	\$1,260.17	2 Adults	\$1,204.16
Parent/Child(ren)	\$1,289.29	Parent/Child(ren)	\$1,232.00
Family	\$1,348.49	Family	\$1,288.56
Direct Access #1		Direct Access #3	
Single	\$541.60	Single	\$587.69
2 Adults	\$1,440.09	2 Adults	\$1,564.20
Parent/Child(ren)	\$1,473.38	Parent/Child(ren)	\$1,538.54
Family	\$1,541.01	Family	\$1,613.61
PPO		Prescription	
Single	\$652.57	Single	\$173.95
2 Adults	\$1,736.84	2 Adults	\$365.29
Parent/Child(ren)	\$1,708.34	Parent/Child(ren)	\$295.71
Family	\$1,791.72	Family	\$434.87

VSP	
Single	\$6.35
2 Adults	\$10.15
Parent/Child(ren)	\$10.36
Family	\$16.72

Delta Dental Correction Officer Plan	
Composite	\$96.88

Delta Care Flagship		Healthplex/ Eastern Dental	
Single	\$25.96	Single	\$25.58
EE + 1	\$49.33	EE + 1	\$51.15
EE + 2	\$77.88	EE + 2	\$86.20

Delta Dental				
Tier	Premier 50/50	Premier 80/20	Enhanced Premier	Preferred 80/20
Single	\$14.32	\$28.80	\$33.00	\$22.28
Family	N/A	\$98.22	\$122.85	\$75.96

- How does the American Rescue Plan Act of 2021 (ARPA) affect my COBRA coverage?**
 Employees that experience an involuntary reduction in work hours or an involuntary termination, such as a layoff, are eligible to receive a subsidy to cover 100% of the cost of their insurance coverage through COBRA. The ARPA extends this subsidy through September 30, 2021. Individuals must elect to continue their insurance benefits through COBRA to reinstate their insurance coverage and receive this subsidy. Once enrolled, participants will receive their benefits through COBRA at no cost until the monthly premium for the month of October 2021 is due.
- Can I keep my voluntary benefits, such as life or accidental insurance?**
 Some plans are portable. Please contact Colonial Life at 800-325-4368.

QUESTIONS CONCERNING PAYROLL

- ***What is the date of last paycheck the affected employee will receive?***

The date of the last paycheck is June 30, 2021. It will be a “live” check and there will be no direct deposit.

- ***What about payroll deductions for loans at the credit union?***

The Credit Union asks that you contact them directly at 908-527-4014 to make arrangements to repay your loan.

- ***What about payroll deductions for wage garnishing?***

All deductions will stop. Employee is responsible to make alternate payment plans.

- ***What happens to my Deferred Compensation Plan when I am laid off?***

You may leave the money in the plan or you may withdraw. For advice or information, please contact:

George Mouded	908-723-3618	or	732-623-2074	george.mouded@lfg.com
Eamonn Gaffney	732-623-2089	or	973-901-1767	eamonn.gaffney@lfg.com

QUESTIONS CONCERNING EMPLOYMENT TRAINING & ASSISTANCE

- ***Is the County planning any special sessions or workshops for the affected employees?***

Yes, the County has scheduled the following Job Fair at the Galloping Hill Golf Course.

- Tuesday, April 6th 10:00am – 6:00pm

- ***Can an employee out on Workers’ Compensation or on a Leave of Absence be subject to the layoff?***

Yes.

- ***What can the County’s Employee Assistance Program (EAP) do for me if I am laid off?***

The EAP will continue to support you and your immediate family for as long as you need them by contacting 844-427-6581.

IMPORTANT CONTACTS

- Union County Benefits** - 908-527-4067, 4021
healthbenefits@ucnj.org
- Union County Payroll** - 908-527-4082, 4088
- Union County Pension** - 908-527-4058
- Union County Personnel** - 908-527-4160
ucpersonnel@ucnj.org
- Employee Assistance Provider (EAP)** - 844-427-6581
- One Stop Career Center** - 908-558-8000 (Elizabeth)
- 908-757-9090 (Plainfield)
- Empower (Previously Mass Mutual)**
George Mouded - 732-623-2074 / 908-723-3618
george.mouded@lfg.com
- Eamonn Gaffney** - 732-623-2089 / 973-901-1767
eamonn.gaffney@lfg.com

Union County Employees Federal Credit Union

Quality financial assistance to Union County and NJ State employees.

Contact

Union County Courthouse

2 Broad Street, 15th Floor

Elizabeth, NJ 07207

908-527-4014

855-475-4899 (*Automated System*)

Fax 558-2373

<https://www.unioncountycreditunion.com/>

Hours of Operation

Monday, Tuesday, Thursday and Friday 10:00AM – 3:00PM

Wednesday 8:00AM – 3:00PM

Holiday Hours

Tues Dec 24th – 8AM to 12PM

Weds Dec 25th Christmas Day – Closed

Tues Dec 31 – 8AM to 12PM

Weds Jan 1, 2020 – New Year's – Closed