

# Work Environment

## Benefits

Williamson County offers an excellent comprehensive benefits package to all full-time employees. Benefits are administered by the Benefits Administration team, which is a division of the Human Resources Department. Benefit plans are reviewed annually by the Benefits Committee, which has the responsibility to make final recommendations to the Commissioners Court for approval. Additional benefit information is provided in the chart below. Click to see the [Benefit Guide](#) for more details.

### Benefits

- Full-time employees are eligible for medical, vision, dental, group term life, voluntary term life, FSA and voluntary supplemental benefits coverage on the first of the month following the completion of ~~30~~ days of employment.
- The new-hire benefit enrollment period is ~~10~~ calendar days starting from the date of hire.
- Current employees can make changes to benefits only during open enrollment or due to a qualified life event.
- If an employee is on leave under USERRA, it is the employee's responsibility to cancel benefits if they are no longer needed.

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Type	Policy	Premium Payment
<b>Medical, Vision, Dental</b>	<ul style="list-style-type: none"> <li>• Full-time employees must enroll during new-hire enrollment period, open-enrollment period, or due to a qualified life event.</li> </ul>	<ul style="list-style-type: none"> <li>• Employees are responsible for the employee portion of all benefit premiums. If an employee is on leave without pay (LWOP), for any reason, unpaid premiums must be paid through payroll deductions upon return to work.</li> <li>• Employees who do not return to work, after LWOP, are responsible for unpaid premiums.</li> <li>• Failure to pay premiums will result in termination of benefits. Benefits termination will be determined based on the last payroll deduction.</li> <li>• Upon retirement, the retiree benefit premiums must be paid prior to the month of coverage.</li> </ul>
<b>Voluntary Term Life</b>	<ul style="list-style-type: none"> <li>• Full-time employees may purchase additional voluntary life insurance for themselves and their dependents during the above-mentioned enrollment periods. If not selected during initial new-hire enrollment, or if there is a gap in coverage, Evidence of Insurability will be required by the insurance carrier at enrollment, and coverage will be dependent upon carrier approval.</li> </ul>	
<b>Short Term Long Term Disability (STD/LTD)</b>	<ul style="list-style-type: none"> <li>• Full-time employees may select STD/LTD during the above-mentioned enrollment periods. If not selected during initial new-hire enrollment, or if there is a gap in coverage, Evidence of Insurability will be required by the insurance carrier at enrollment, and coverage will be dependent upon carrier approval.</li> </ul>	
<b>Flex Spending Account (FSA) Health &amp; Dependent Care</b>	<ul style="list-style-type: none"> <li>• Full-time employees may elect FSA during the above-mentioned enrollment periods. Maximums may apply.</li> </ul>	<ul style="list-style-type: none"> <li>• If an employee is on leave without pay, for any reason, the employee is responsible for the elected benefit deduction to be paid within the same elected tax plan year as the elected benefit.</li> <li>• Upon return from leave, benefit deductions will be recalculated based upon the number of the remaining pay periods within the tax year.</li> <li>• If contributions are unpaid, benefits may be terminated back to the last date of the pay period in which premiums are paid.</li> </ul>
<b>Health Spending Account (HSA)</b>	<ul style="list-style-type: none"> <li>• May only be elected in conjunction with enrollment in the High Deductible Health Plan.</li> <li>• Full-time employees may elect HSA during the above-mentioned enrollment periods.</li> <li>• Maximums may apply.</li> </ul>	<ul style="list-style-type: none"> <li>• Contributions may be made by both the County and the employee. See the benefit guide for details.</li> </ul>
<b>Group Term Life</b>	<ul style="list-style-type: none"> <li>• Full-time employees receive group life insurance for themselves and covered spouse/children at no cost.</li> <li>• Dependents must be added by employee at time of enrollment.</li> </ul>	<ul style="list-style-type: none"> <li>• Premiums paid by employer regardless of active employee status.</li> </ul>
<b>Voluntary Supplemental Benefits</b>	<ul style="list-style-type: none"> <li>• Full-time employees may purchase these additional offerings during the above-mentioned enrollment periods</li> <li>• Evidence of Insurability may be required. Coverage is dependent upon carrier approval.</li> </ul>	<ul style="list-style-type: none"> <li>• If an employee is on leave without pay, premiums must be paid directly to vendors to avoid cancellation.</li> <li>• Once the employee returns to work, premiums will be deducted from paycheck as previously scheduled</li> </ul>
<b>Employee Assistance Program (EAP)</b>	<ul style="list-style-type: none"> <li>• EAP is provided to all full-time and part-time employees and offers 24/7/365 access to short-term counseling, WorkLife services, legal and financial consultations, ID theft and fraud resolution, wellness tools, and much more.</li> </ul>	<ul style="list-style-type: none"> <li>• EAP is provided at no cost to all full-time and part-time employees regardless of enrollment status in medical benefits.</li> <li>• EAP extends to household members.</li> <li>• The benefit waiting period does not apply to EAP, which is available on start date.</li> </ul>
<b>Retirement</b>	<ul style="list-style-type: none"> <li>• Williamson County has a very generous retirement plan which all full-time and part-time employees are required to contribute to every pay period.</li> </ul>	<ul style="list-style-type: none"> <li>• See additional information on TCDRS in the Employment section.</li> <li>• Visit TCDRS at <a href="http://www.tcdrs.org">www.tcdrs.org</a></li> </ul>