

**Cleveland Public Library**

**Human Resources Committee**

November 18, 2014

**RESOLUTION TO ENTER INTO AMENDMENT WITH RELIASTAR LIFE INSURANCE  
COMPANY (FORMERLY KNOWN AS ING) FOR SHORT TERM DISABILITY  
INSURANCE**

- WHEREAS, The Cleveland Public Library has contracted with ReliaStar Life Insurance Company to provide group life insurance coverage to its employees; and
- WHEREAS, The Library has received a proposal from ReliaStar Life Insurance Company to provide basic short-term disability coverage to non-bargaining unit staff effective November 24, 2014, at the cost of approximately \$10,000.00 per year; and
- WHEREAS, The basic short-term disability benefit will be available to an employee once sick time is exhausted, and will provide a benefit of 50% of weekly income up to a maximum of \$1,200 per week for 11 weeks; and
- WHEREAS, Eligible employees shall also have the option to purchase more disability coverage over the basic amount; now therefore be it
- RESOLVED, That the Board of Library Trustees authorizes the Executive Director, CEO, or designee, to execute an amendment to the agreement with ReliaStar Life Insurance Company for basic short-term disability coverage for non-bargaining unit employees, to be effective on or about January 1, 2015, with an estimated annual premium of approximately \$10,000.00 to be charged to the Short Term Disability Insurance Object 51625 in the General Fund. The amendment shall be subject to the Chief Legal Officer's approval.

# Enrollment at a glance

## A guide to your plan basics

### Cleveland Public Library

**Taking advantage of insurance offered at the workplace just makes sense.  
It's convenient and affordable.**

Disability Income coverage provides benefits to replace a portion of your lost income if you have a sickness or injury and are unable to work. **Short Term (Weekly) Income Benefits** help provide you and your family with financial support when a sickness or injury prevents you from working for a period of weeks.

Basic Option - Short Term Disability (Weekly) Income Insurance Benefits	
<b>For You</b>	Basic Short Term Disability Income is provided 100% by your employer. Your employer provides a base amount of coverage to all eligible employees, which replaces up to 50% of your eligible income during disability following a waiting period. You have the opportunity to elect additional coverage.
<b>Eligibility</b>	<b>Full time Non-Union employees</b> <b>Please note benefits will begin the greater of 15 days or after sick bank is exhausted.</b>
<b>Benefits</b>	<ul style="list-style-type: none"> <li>• Minimum Weekly Income Benefit = \$25.00</li> <li>• Maximum Weekly Income Benefit = \$1,200</li> <li>• Benefit Waiting Period for Disability Caused by Accidental Injury= 15 days</li> <li>• Benefit Waiting Period for Disability Caused by Sickness = 15 days</li> <li>• Maximum Benefit Period = 11 weeks</li> </ul>
<b>Coverage Available without Health Questions</b>	This coverage is offered to you without having to answer questions related to your health if you elect it during the initial eligibility period.
<b>Proof of Good Health</b>	If you elect coverage more than 31 days after you are first eligible or if you increase your coverage by more than one level then you must provide evidence of insurability subject to approval by ReliaStar Life.
Refer to the additional information for Exclusions, Limitations and Offsets that apply to this coverage. Note that all benefits are subject to change.	

### Buy Up Option - Short Term Disability (Weekly) Income Insurance Benefits

<b>For You</b>	Your employer is offering eligible employees the option to enroll in the Short Term Disability Buy Up option at a competitive rate.
<b>Eligibility</b>	<b>Full time Non-Union employees and Full time 244 employees.</b>
<b>Benefits</b>	<ul style="list-style-type: none"> <li>• Minimum Weekly Income Benefit = \$25.00</li> <li>• Maximum Weekly Income Benefit = \$2,300</li> <li>• Benefit Waiting Period for Disability Caused by Accidental Injury= 15 days</li> <li>• Benefit Waiting Period for Disability Caused by Sickness = 15 days</li> <li>• Maximum Benefit Period = 11 weeks or 24 weeks (Based on the Buy Up option of your choice.)</li> </ul>
<b>Coverage Available without Health Questions</b>	This coverage is offered to you without having to answer questions related to your health if you elect it during the initial eligibility period.
<b>Proof of Good Health</b>	If you elect coverage more than 31 days after you are first eligible or if you increase your coverage by more than one level then you must provide evidence of insurability subject to approval by ReliaStar Life.
Refer to the additional information for Exclusions, Limitations and Offsets that apply to this coverage. Note that all benefits are subject to change.	

### Disability Income Buy Up Rate Information

#### Short Term Disability (Weekly) Income Rates

Coverage	Your Contribution per \$10 of Benefit
70% of Basic Weekly Earnings (11 week duration)	\$0.165
70% of Basic Weekly Earnings (24 week duration)	\$0.253

Your contributions are deducted on a post-tax basis.

### Buy Up Option Short Term Disability (Weekly) Premium Calculator

Use the table below to calculate what you will pay for Short Term Disability (Weekly) Income benefits coverage.

Short Term Disability (Weekly) Income Coverage Table		
Divide your Base Yearly Earnings by 52. <i>Example: For \$50,000 of coverage enter \$961.54</i>	\$	(a)
Benefit Percentage:	70%	(b)
Multiply (a) times (b)	\$	(c)
Take the lesser of figure in (c) or the Maximum Weekly Benefit of \$2,300 and divide by 10.	\$	(d)
Enter Short Term Disability (Weekly) Income Rate (from table)		(e)
Multiply (d) times (e)	\$	
<b>The final figure will be the monthly cost.</b>		

## Offsets, Limitations and Exclusions

### Other Income Offsets

Other Income that you receive or are entitled to receive during your period of disability will be subtracted from the benefit amount you would otherwise receive. Other Income includes, but is not limited to: any type of income replacement benefits provided by your employer; unemployment benefits; earnings you receive working for your employer or another employer; Workers' Compensation benefits or benefits from similar programs; automobile liability insurance benefits; disability benefits payable under any group disability, life or accident plan through an employer, union or other organization; judgments or settlements you receive related to disability; disability or retirement benefits under Social Security or other state or federal plans; and disability or certain retirement benefits provided under your employer's retirement plan.

**Other Income does not include:** Retirement benefits attributable to employee contributions; certain retirement or disability benefits from a past employer; benefits paid by a creditor disability plan; income from profit sharing plans and similar payments; payments from an IRS defined retirement plan; certain Social Security benefits if your disability begins after age 70; and a cost of living increase to any Other Income benefit.

### Exclusions

No benefits are payable for disabilities resulting from:

- sickness or accidental injury which occurs in any armed conflict, whether declared as war or not, involving any country or government;
- sickness or injury which occurs while you are on military service for any country or government;
- intentionally self-inflicted injury or illness, whether you are sane or insane;
- injury suffered in a fight in which you are the aggressor;
- sickness or injury due to cosmetic or reconstructive surgery, except for surgery necessary to correct a deformity caused by sickness or accidental injury;
- For Weekly Disability Income, sickness or accidental injury for which you have or had a right to payment under a workers' compensation or similar law; or
- For Weekly Disability Income, sickness or accidental injury arising out of or in the course of work for pay, profit or gain.

No benefits are payable during the portion of any period of disability that you are confined in a penal or correctional institution as a result of conviction for a criminal or other public offense.

No additional benefits are payable for disability caused by both sickness and accidental injury, or by more than one sickness or accidental injury.

This is a summary of benefits only. A complete description of benefits and limitations will be provided in the [certificate of coverage, policy form HP08GP (may vary by state)]. Underwritten by ReliaStar Life Insurance Company, a member of the Voya™ family of companies.

(v. 04/30/2014) Group #669601, 11/07/2014