

**ACAA WEBINAR**  
**June 18, 2014**  
**10:30 a.m.**

**AGENDA**

- I. Update on Implementation of Tax Offset Program
- II. Election Expenses Issues
  - Reimbursement for runoffs
  - Absentee election manager pay
  - Other
- III. Local Government Health Insurance Board
  - Timeline for Transfer
  - Butch Burbage Candidacy
  - Election Dates
- IV. Retiree Lump-Sum Decision Deadline
  - August 31, 2014
- V. New Commissioner Packets
- VI. CGEI Overview of County Government
  - July 23-24
  - Participation from attorneys and other offices
- VII. Questions
- VIII. Next Meeting – July 16, 2014

# **ELECTION EXPENSE REIMBURSEMENT**

## **Ala. Code § 17-16-2**

As used in this chapter, the term "expenses" shall include the following items and any other items approved as reimbursable expenses by the Election Expense Reimbursement Committee pursuant to Section 17-16-2.1:

- (1) The compensation and mileage provided by law for election officials.
- (2) The compensation provided by law for the clerk or other official acting as absentee election manager.
- (3) The costs of ballots, supplies, and other materials or equipment necessary for election officials to conduct elections as required by law and as certified by the judge of probate as chief election official of the county.
- (4) The costs of absentee ballots, supplies, postage, and other materials required by law to be furnished to the absentee election manager.
- (5) The cost of preparing and furnishing the lists of qualified electors to the election officials as required by law.
- (6) The cost of publishing any notice or other item related to any election and required by law, including, but not limited to, the publication of notice of any election and any voter lists.

***Make sure you are reimbursed for ALL of the above-listed expenses!***

## **Ala. Code § 17-16-3**

Except as provided in Section 17-8-12, the State of Alabama shall reimburse a county for one half of all sums expended by the county in payment of expenses incurred in holding and conducting an election in which candidates for both federal or state and county offices are nominated or both federal or state and county officials are elected.

## **Ala. Code § 17-16-4**

The State of Alabama shall reimburse a county for all sums expended by the county in payment of expenses as provided for in Sections 17-16-2 and 17-16-2.1 and incurred in holding and conducting an election in which only candidates for federal or state offices are nominated or federal or state officials are elected. For the purposes of this section, a candidate for federal or state office includes a candidate seeking election as a district representative for a federal or state office appearing on the ballot in any portion of a county.

***Counties with no local races should be fully reimbursed for all expenses of the runoff!***

[Click here](#) to view the web version of this mailing.



*67 Counties, **One** Voice*



June 3, 2014

## ABSENTEE ELECTION MANAGER PAY

County administrators,

We received a call this morning from a county that has been asked for additional compensation from the absentee election manager for work performed in relation to today's primary election. This request is based upon changes made to Alabama's election law during the 2014 Legislative Session aimed at ensuring overseas absentee ballots are sent out and returned in a timely basis. These changes include a requirement that ballots and updated voters' lists be distributed to the absentee election manager at least 55 days prior to the election. However, there does not appear to be any change in the law related to when the absentee election manager shall begin processing absentee ballot applications. Additionally, the Code section addressing compensation for the absentee election manager (Section 17-11-14) was not amended.

Section 17-11-14 provides that the county commission shall determine compensation to be paid "to the absentee election manager for the performance of his or her duties with respect to the absentee ballots during the 45-day period prior to and on the day of the election for which his or her services are required, but such compensation shall be at least fifty dollars (\$50) per day or the same pay as an inspector as authorized under Section 17-8-12." The Attorney General's office has determined that since the inspector is to be paid \$125 under Section 17-8-12, the absentee election manager should be paid \$125 per day for 46 days (including Election Day).

It appears that Section 17-11-14 limits payment to the absentee election manager to 46 days. The changes made to the law during the 2014 Legislative Session did not address altering payment for the absentee election manager. It does not appear to us that the county commission can, on its own motion, increase the amount of pay or the number of days for which the absentee election manager is paid. **Therefore, it is our recommendation that the county only pay the absentee election manager for the 46 days authorized in Section 17-11-14 until and unless the county receives notification from the Comptroller's office that it will reimburse one-half of any additional amounts paid or until the attorney general's office or a court determines that additional compensation is due.**

We hope this information is helpful. However, if you have any questions, please feel free to give me a call.

**Mary E. Pons**  
Association Counsel

# **Local Government Health Insurance Board**

## **Time Line of Implementation**

Act 2014-401 creates the Local Government Health Insurance Board (LGHIB) to take responsibility and control over the Local Government Health Insurance Program (LGHIP) effective at 12:01 a.m. on January 1, 2015. In order to effect this transfer, all appointments and elections to the LGHIB shall be conducted no later than August 15, 2014 for LGHIB to be in place by September 1, 2014. The following is a timeline of activities required to accomplish these requirements.

May 21, 2014 – State Employee Insurance Board (SEIB) adopts procedures for elections of the two elected positions on the LGHIB.

- Position One: a member of the Local Government Health Insurance Plan (LGHIP) who is an active full-time employee of municipal or county government with at least 10 years of creditable coverage in the LGHIP.
- Position Two: a member of the LGHIP who is either an active full-time employee of an employer participant that is not a county or municipality with at least 10 years of creditable coverage in the LGHIP or a retiree participating in the LGHIP.

May 22, 2014 – SEIB announces dates for qualifying and election and notifies local government employer units and related associations such as the Association of County Commissions of Alabama, the Alabama League of Municipalities, and the Alabama Retired State Employees' Association.

- ✓ June 20, 2014 – Deadline to qualify as a candidate.
- ✓ July 1, 2014 – Regular election voting will begin.
- ✓ July 18, 2014 – Regular election voting will close at 5pm.
- ✓ August 1, 2014 – Run-Off voting will begin.
- ✓ August 15, 2014 – Run-Off voting will close at 5pm.

August 15, 2014 – All non-elected appointments completed.

- ✓ Three representatives of municipal government appointed by League of Municipalities
- ✓ Three representatives of county government appointed by ACCA
- ✓ One retired employee appointed by the Alabama Retired Employees' Association

September 1, 2014 – Deadline for LGHIB to be in place.

October 1, 2014 – Deadline for LGHIB organizational meeting.

- ✓ First order of business to elect chair and vice chair
- ✓ SEIB Chief Executive Officer shall call meeting and preside until chair and vice chair elected

January 1, 2015 – Governance and administration of LGHIP transferred to LGHIB.

# **LOCAL GOVERNMENT HEALTH INSURANCE BOARD ELECTION PROCESS**

The election for the local government employee representative to serve on the Local Government Health Insurance Board will take place from July 1, 2014 through Friday, July 18, 2014.

The election will be conducted online at [www.LGHIP.org](http://www.LGHIP.org).

Eligible voters may request a paper ballot from the State Employees' Insurance Board

- Call 334.263.8404 to make request
- Paper ballots must be delivered by U.S. mail as directed on the ballot
- Ballot may also be hand delivered to the SEIB office

201 South Union Street  
Montgomery, AL.

Eligible voters in this election are full-time employees of municipalities and counties participating in the Local Government Health Insurance Program.

- Encourage all employees to vote for ***Butch Burbage***, the county candidate
- Follow up as possible to make sure that all employees do vote

**RESOLUTION--ACT 2014-429**

(Local Unit Retirees and Beneficiaries of Deceased Retirees)

**Be it resolved that the (NAME OF AGENCY), through its governing authority, elects to come under the provisions of Section 2 of Act 429 of the Regular Session of the 2014 Legislature.**

**The (NAME OF AGENCY) agrees to provide all funds necessary to the Employees' Retirement System to cover the cost of the one-time lump sum payment as provided for by this Act for those eligible retirees and beneficiaries of deceased retirees of (NAME OF AGENCY) with the aforementioned lump sum payment being paid in October 2014.**

**CERTIFICATION**

**I, (NAME, OFFICIAL TITLE, NAME OF AGENCY), hereby certify that the foregoing is a true and correct copy of the Resolution passed on this \_\_\_\_\_ day of \_\_\_\_\_, 2014.**

\_\_\_\_\_  
**Signature of Official**

\_\_\_\_\_  
**Official Title**

# AGENDA

## BASIC LEVEL COURSE: OVERVIEW OF COUNTY GOVERNMENT

July 23-24, 2014

Marriott Legends at Capitol Hill, Prattville, Ala.

### Wednesday, July 23

- |            |   |
|------------|---|
| 10:00 a.m. | Welcome, Introductions  |
| 10:15 a.m. | Structure of County Government in Alabama<br><i>Sonny Brasfield, ACCA Executive Director</i>          |
| 11:15 a.m. | Role of Local Elected Officials<br><i>Sonny Brasfield, ACCA Executive Director</i>                    |
| 12:00 p.m. | Lunch   |
| 1:00 p.m.  | Role of the County Commission<br><i>Mary Pons, ACCA Association Counsel</i>                           |
| 1:45 p.m.  | Interplay Between County Government and Other Entities<br><i>Mary Pons, ACCA Association Counsel</i>  |
| 2:45 p.m.  | Break   |
| 3:00 p.m.  | Ethics and Other Legal Concerns for the County Employee<br><i>Mary Pons, ACCA Association Counsel</i> |
| 4:00 p.m.  | Open Meetings and Public Records<br><i>Mary Pons, ACCA Association Counsel</i>                        |
| 5:00 p.m.  | Adjourn   |

### Thursday, July 24

- |            |   |
|------------|---|
| 8:00 a.m.  | Role of Examiners of Public Accounts: Overview, Case Studies and Enforcement Options<br><i>Christina Smith, Audit Manager, Alabama Department of Examiners of Public Accounts</i> |
| 9:45 a.m.  | Break   |
| 10:00 a.m. | Liability Concerns for County Government Employees<br><i>Mike Eley, Webb &amp; Eley, P.C.</i>   |

# AGENDA

11:15 a.m.	Productive Relationships with Local Elected Officials <i>David Smyth, Crenshaw County Administrator</i>
12:00 p.m.	Lunch
12:30 p.m.	The Media and Local Government <i>Sonny Brasfield, ACCA Executive Director</i>
1:00 p.m.	Relationship with the Public: Public Perception <i>Sonny Brasfield, ACCA Executive Director</i>
1:45 p.m.	Managing the Challenges of Public Employment <i>Sonny Brasfield, ACCA Executive Director</i>
2:30 p.m.	Test and Evaluation
3:00 p.m.	Adjourn





# 67 Counties, One

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## County Chat with ACAA – July 2014

Published: May 24, 2014

July 16, 2014

10:30 am to 11:00 am

A monthly webinar for members of the Association of County Administrators of Alabama

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