

NEWS YOU CAN USE

February 2020

A Newsletter for Crystal Lake Employees

IN THIS ISSUE:

- BCBS Member Rewards Program
- W-4 Tax Estimator
- Intranet Spotlight
- New Employees
- An Employee Achievement

Hello employees! In this month's newsletter, we will discuss how to earn potential cash with the BlueCross BlueShield PPO Member Rewards program, review a feature of the Employee Intranet, introduce new employees to the City, congratulate an employee on a recent achievement, and recognize employee anniversaries.

If your Department has reached a goal that you are proud of, please send those stories to jmeyer@crystallake.org to include in the next issue.

BlueCross BlueShield PPO Member Rewards Program

Did you know that providers may charge very different prices for identical procedures?

Reward yourself by value shopping for health care services! You can get quality health care services at cost-effective locations, and you may earn a cash reward by using the BlueCross BlueShield PPO Member Rewards program!

When your doctor recommends a procedure:

Call a Benefits Value Advisor (BVA) to help you shop for and choose a health provider or location for your recommended procedure. They can offer helpful information about medical professionals and locations near you, so you're more likely to save some money! To reach a BVA, call the Customer Service number on the back of your ID card.

OR

1. From your desktop, log into "BlueAccess for Members" .
2. Start a search for your procedure under the "Doctors and Hospitals" tab.
3. Receive service at a chosen location.
4. Program administrator Vitals will verify the location and mail any earned reward to your home.

2020 W-4 Employee's Withholding Certificate

Not sure how much you should deduct for your 2020 federal taxes? Try using the estimator at www.irs.gov/W4App for the most accurate withholdings.

INTRANET SPOTLIGHT

The City's Employee Intranet is a great resource that provides you with easy access to HR, Payroll, Finance, and IT related information and fillable forms. Click the desktop icon link on your computer to login.

The "Quick Assistance" section has links on the Intranet to help employees with common questions. See examples below:

- Facility Maintenance — Furniture Repair or City Vehicle Issues
- IT—Phone and Computer Assistance
- Human Resources e-mail link
- Current Federal and State Tax Forms

QUICK ASSISTANCE

[Facility Maintenance](#)

[Office Furniture Repair](#)

[Facility Cleaning Concern](#)

[City Vehicle Issues](#)

[Phone or Computer Assistance](#)

[Human Resources](#)

[Federal W4](#)

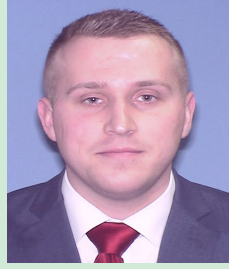
[Illinois W4](#)

WELCOME NEW POLICE OFFICERS



Josh Jacobs

Before starting with the City of Crystal Lake, Josh was a member of the Bloomington Police Department. In addition, Josh served 4 years in the Army and holds a Bachelor of Science.



Lance Jones

Previously worked as a Police Officer for the Freeport Police Department. Lance possess a Bachelor's Degree in Law Enforcement and Justice Administration.



Justin Rueff

Before coming to City of Crystal Lake, Justin was a police officer for the Prairie Grove and Tallahassee Police Departments. Justin earned his Bachelor of Science degree from Indiana University.

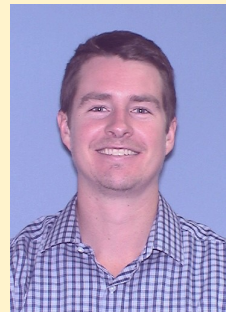
**Please help Welcome Josh, Lance and Justin,
who all joined the Police Department on January 27th.**

WELCOME NEW EMPLOYEES



Gayle Young began working for the Police Department as a Part-Time Records Assistant on February 3rd. Gayle's most recent position was a Police Service Representative for the Wheaton Police Department.

Please help welcome Gayle!



Kevin Lill is a Licensed Professional Engineer who began working for Community Development Department as a Civil Engineer on February 10th. Previously, Kevin was a Civil Engineer with Christopher Burke Engineering for over 6 years. Kevin earned his Bachelor of Civil and Environmental Engineering from the University of Illinois.

Please help welcome Kevin!

EMPLOYEE ACHIEVEMENT



Sam Ferraro
Wastewater Supervisor, was certified as a Certified Public Works Professional through the American Public Works Association.

Congratulations on this accomplishment Sam!

February Anniversaries

40 Years

Joyce Stevenson – Fire Rescue

25 Years

Mike Bennett – Police Department

20 Years

Dave Kaltenbach – Fire Rescue

Bob Kohley – Fire Rescue