



April 2019

Hi Everyone,

Thank you to everyone that attended the Agency General Meeting (AGM) on March 19, 2019; I enjoyed being able to spend time with you all. If you feel there was something that I did not address during the Human Resources Update at the AGM please feel free to pass your comments along to your Manager or to myself. I want to ensure that the items I am addressing are what concerns and interests you the most.

As a reminder, effective April 1, 2019 employees that are on an extended leave of absence for a period of 30 days or more will not qualify for URSA paid benefits including Health, Dental and Health Care Spending Account (HCSA). There is an option of maintaining your benefits while on leave; however the employee would be responsible for all benefit premiums, including Long term Disability (LTD). Employees who began a leave of absence prior to April 1, 2019 will not be affected by this change. On March 20, 2019, policy's 246, 247 and 248 were amended to reflect the above mentioned changes.

Sincerely,

A handwritten signature in blue ink, appearing to read "Danielle Andrade", is positioned below the word "Sincerely,".

Danielle Andrade
Human Resources Manager