
Email Two: Open Enrollment Begins on Friday, October 11 at 10:00 a.m.

From Amber Fluke <afluke@fcgov.com>
Date Tue 10/8/2024 9:58 AM
To City Staff - Classified/Unclassified Management <City_Staff_Classified_Unclassified_Management@fcgov.com>
Cc HR Benefits <hrbenefits@fcgov.com>

Colleagues,

This week's Open Enrollment email reiterates key reminders and highlights how to get more information about your benefit options, rates and more.

Things to Know

- Open Enrollment will begin on **Friday, October 11 at 10:00 a.m.** and end on **Wednesday, October 23 at 3:00 p.m.**
- Submit all Benefit Change forms for new hires or qualified life events by today, Tuesday, October 8. Changes submitted after October 8 will not be processed until after Open Enrollment ends on October 23.
- Passive enrollment — this means that employees who do not want to change their medical, dental, vision, life insurance, and voluntary Aflac benefits will have their current benefits automatically rollover for 2025.
- FSA annual re-enrollment — please keep in mind that even if there are no changes to other benefit plans, employees with a Flexible Spending Account (FSA) must re-enroll EVERY year.
- High Deductible Health Plan (HDHP) — employees enrolled in HDHP will continue their current Health Savings Account (HSA) contribution for 2025 unless you change or remove the amount you elected in JDE.
- Changes can be made only once per year during Open Enrollment unless you have a Qualified Life Event (QLE), such as a change in marital status, dependent loss or gain of coverage, or the birth or adoption of a child. Make QLE changes BEFORE Open Enrollment – during OE, specific changes cannot be made until the next pay cycle. These include changes for Qualified Life Events (QLEs) like the birth/adoption of a child, change in marital status, or the loss or gain of benefit coverage.

Information Sessions

Open Enrollment Information Session

Join us at the Open Enrollment Information Session **tomorrow Wednesday, October 9, from 10:30 a.m. to noon**. The Benefits team and our benefits providers will share information about 2024 benefits, how to enroll or update your benefits and answer questions from attendees.

[Add the event to your calendar](#) and [join the Zoom meeting](#).

Department Sessions

Employees in these departments can attend their department-specific session to learn more about the benefit plans offered during this enrollment period. Meeting invitations will be shared by the departments.

- Police Services (Managers): October 16 at 2:00 p.m.
- Water Utilities: October 17 at 7:00 a.m.
- Connexion: October 23 at 8:00 a.m.

Ask Benefits 1x1 Sessions

Ask Benefits 15-minute virtual sessions are available by appointment only. Schedule an appointment using the [sign-up sheet](#).

- October 14, between 1:00 - 4:00 p.m.
- October 17, between 9:00 a.m. - noon
- October 21, between 1:00 - 4:00 p.m.

Visit the [Open Enrollment](#) page on HR Connect or fcgov.com/openenrollment for more information on how to prepare, 2025 rates, the Open Enrollment Highlights Sheet, the Open Enrollment How-To Guide, and more.

As always, if you have questions, feel free to reach out to us via email at HRBenefits@fcgov.com.

Thank you,

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