

LEON COUNTY GOVERNMENT OPEN ENROLLMENT Newsletter

2024
Benefits

OPEN ENROLLMENT PERIOD:

October 16 –
October 31, 2023



BENEFITS AND WELL-BEING FAIR:

Wednesday, October 18, 2023
from 7:30 a.m. – 1:30 p.m.

2024 BENEFITS OPEN ENROLLMENT

The Annual Open Enrollment Period for Leon County Government employees is **October 16, 2023 - October 31, 2023**. The Open Enrollment Period provides an annual opportunity to reflect on your current benefit elections and make changes for the upcoming year such as:

- Enroll in health benefits if you are not currently enrolled
- Change/Switch medical plans (CHP/Florida Blue)
- Add/Remove a spouse, Domestic partner, children, stepchildren, foster children, and/or legal guardianship of children to your health benefits coverage
- Decline/Cancel your medical coverage and enroll in the Medical Opt-Out Program
- Enroll in the Flexible Spending or Dependent Care Reimbursement plans

All changes made during the Annual Open Enrollment Period will be effective **January 1, 2024**.

Changes cannot be made outside of the Annual Open Enrollment period unless you have an IRS Qualifying Life Event (*See Qualifying Life Events*).

Benefit enrollments and changes are made via Banner Self-Service; however, the following carriers **require** employees to complete **written forms** for enrollment/changes:

- Florida Blue, Standard Long-Term Disability (LTD), USable Life Insurance, and Reliance Standard Life Insurance. USable Life and Standard Long-Term Disability coverage is not automatic and requires the completion of the Evidence of Insurability Form for insurance company approval. All forms can be found by accessing this [forms](#) link.

If you are not making changes to your current benefit plans, you do not need to do anything in Banner Self-Service. This process of rolling over your current benefits to the new year is called an Evergreen Election and your coverage will automatically remain the same.

To enroll or continue your participation in the Medical Opt-Out Program, complete the [Medical Opt-Out Form](#) and provide proof of coverage (e.g. copy of medical insurance card) to HR_Benefits@leoncountyfl.gov no later than **October 31, 2023**. This is a requirement **every** year.

If you are married or registered domestic partner to another Leon County Government or Leon County Constitutional Office employee and you participate or would like to enroll in the Spousal Health Insurance Program, **both** you and your spouse must complete the [Spousal Acknowledgment Form](#) and send it to HR_Benefits@leoncountyfl.gov no later than **October 31, 2023**. This is a requirement **every** year.

What's New for 2024?

Leon County Government is excited to announce that we now partner with Pet Benefit Solutions to offer affordable benefit coverage for your furry family members! From discounts on veterinary care and pet products to 24/7 pet telehealth and lost pet recovery service, Total Pet Plan from Pet Benefits Solutions helps you save on everything your pet needs. And best of all, it's less than 40 cents per day.

Single Pet Plan is \$5.88/per pay period Family Plan is \$9.25/per pay period

Pet Benefits offers **online enrollment only**, and all coverage will be effective 1/1/2024. You may enroll by accessing this link [Pet Benefits Solutions](#) or you may call 1-800-891-2565.

Welcome to your new employee Discount Marketplace via BenefitHub! Employees can enjoy discounts, rewards, and perks on thousands of brands in a variety of categories such as:



It's easy to access, so visit [BenefitHub](#) and start saving today or you may call 1-866-664-4621!

What's Changing for 2024?

- The CHP & Florida Blue overall blended rate premium increased by 5.73%.
- The Medical and Dependent Care FSA rates for 2024 have not yet been determined by the IRS but will be communicated through Employee News thereafter.
- The following chart reflects the employee contribution rates per pay period for the Value-Based and Standard Plan Design established employee rates:

CHP & Florida Blue Plan Option	2024 (Value Based Plan) Employee Contribution	2024 (Standard Plan) Employee Contribution
Single	\$50.97	\$65.80
Employee + 1 Dependent	\$135.63	\$158.24
Family	\$231.08	\$259.96



What's Not Changing for 2024?

- **Dental, Vision, Legal, and Long-Term Disability rates.**

Qualifying Life Events

If you experience a Qualifying Life Event, Human Resources must be contacted within **30 days** of the event to make the appropriate changes to your coverage and valid documentation supporting the change is required. Failure to submit the required documentation within 30 days of the event will forfeit your ability to make changes to your coverage. Some examples of Qualifying Events are marriage, divorce, registered domestic partnership, birth/adoption of a child, and death of a family member.

Remember to make beneficiary designation changes to your FRS retirement, life insurance, and Deferred Compensation plan when applicable. Changes in your family situation **do not** automatically change beneficiary designations. Prior designations remain valid until you complete a new beneficiary designation form which can be found here [Beneficiary Change Forms](#).

Recently moved? New telephone number? Update your contact and emergency contact information. Complete the [Change of Name & Address Form](#) and submit it to HR_Benefits@leoncountyfl.gov.

Sick Leave Pool Open Enrollment 2024

October is designated as the enrollment period for employees to join the Sick Leave Pool. To join the Sick Leave Pool, you must:

- Be a full-time or part-time Senior Management, Executive Support, Career Service, or Emergency Services employee
- Be employed for a minimum of one (1) year
- Have a minimum of 64 hours as a full-time employee and 32 hours as a part-time employee

If you would like to become a member of the Sick Leave Pool, complete the [Sick Leave Pool Form](#).

*****This link is accessible on a Leon County device or through a Leon County VPN connection only****

Annual Leave Sell Back Election Period

The Election Period for the Annual Leave Sell Back Program is October 16th – 31st. Regular employees may voluntarily request and sell back between 8 hours and 40 hours during the election period. To participate in the Annual Leave Sell Program, you must:

- Have a minimum of 120 Annual Leave hours at the time the request is processed.
- Have accrued no less than 40 Annual Leave hours during the year.
- Have earned and used a minimum of 40 Annual Leave hours within the calendar year.
- Have not transferred unused Sick Leave to Annual Leave (Credit for Unused Sick Leave, Section 7.17), during the same calendar year.

If you would like to participate in the Annual Leave Sell Back Program, complete the [Annual Leave Sell Back Form](#)

*****This link is accessible on a Leon County device or through a Leon County VPN connection only****



Deferred Compensation Benefits and the County Match Program

Now may also be a good time to review your retirement strategy! Are you currently participating in the **457 Deferred Compensation Plans**? 457s are a good way to save for retirement through payroll deduction on a pre-tax basis. **Now is a good time to start saving, especially with the County Matching a portion of your contributions!!** The County will match 50% of every dollar you contribute to your pre-tax 457 account, up to a maximum employee contribution amount of 3% of your base pay. You may contact a representative with **MissionSquare, Nationwide, Corebridge, or Southwest** to learn more about how a 457 Plan can help you reach your retirement goals!!

AIG/VALIC Deferred Compensation:	Crowyns Thervil	850-322-3301
Nationwide Deferred Compensation:	Ryan Burk	850-900-6415
MissionSquare Deferred Compensation:	Adam Ferguson	1-866-328-4672
National Life Group/ Life Ins. Co. of the Southwest:	Chris Harrison	850-385-3578

Roth Account in the 457 Deferred Compensation Option

- Roth options provide an alternative to pre-tax savings. The Roth payroll deduction amounts are deducted from your paycheck after federal income taxes are withheld.
- Roth earnings and contributions grow tax-free.
- A distribution is not subject to federal income taxes if it is a “qualified distribution.”

Things to Do and Remember

- Attend the Benefits & Well-Being Fair on Wednesday, October 18th at the FSU Turnbull Center from 7:30 AM – 1:30 PM.
- Access the [2024 Benefits Guide](#) to view detailed plan coverages and benefit summaries.
- Review your current benefit elections and make changes to ensure your coverage meets the needs of you and your family for the upcoming year.
- Make benefit changes via Banner Self-Service, complete any needed enrollment, or change forms, and email them to HR_Benefits@leoncountyfl.gov by **October 31, 2023**.
- Plan to attend the [Educational Sessions](#) at the Benefits Fair and the Banner Self-Service Help Session if you need assistance making changes to your benefit coverages.

2024 Open Enrollment Banner Self-Service Help Sessions

Date	Time(s)	Location	Address	Meeting Room
Monday, October 23rd	7:30 AM to Noon	Public Safety Complex	911 Easterwood Drive	Operations Room F105
Tuesday, October 24th	7:30 AM to Noon	Public Safety Complex	911 Easterwood Drive	Operations Room F105
Wednesday, October 25th	7:30 AM to Noon	Public Works & Operations	2280 Miccosukee Road	Gathering Room
Thursday, October 26th	7:30 AM to Noon	Public Works & Operations	2280 Miccosukee Road	Gathering Room