IC Memorandum 14-13

Commonwealth of Kentucky
Personnel Cabinet
Department of Employee Insurance
2nd Floor, State Office Building
501 High Street
Frankfort, Kentucky 40601

Website kehp.ky.gov

To: KEHP Insurance Coordinators (ICs)

From: Department of Employee Insurance (DEI)

Re: New Enrollment Information Branch Manager

Date: March 17, 2014

We are excited to announce that James Ross is the new Enrollment Information Branch (EIB) manager effective Monday, March 17, 2014.

James was selected for the role based on his diverse experience. He worked for almost three years in health insurance compliance with DEI's legal office. During that time he developed and delivered both HIPAA and COBRA training, as well as assisted in the update and writing of Qualifying Event guidelines for staff and Insurance Coordinators. James also has 10 years of experience managing large teams and has a strong computer systems background, including expertise with filenet and DEI's scanning systems.

We appreciate the work that Christie Burkhead has done in the past eight months managing both EIB and the Members Services Branch.

James can be reached at 502-564-5530 or james.ross@ky.gov.