



Steven L. Beshear
Governor

PERSONNEL CABINET

501 High Street, 3rd Floor
Frankfort, Kentucky 40601
Phone (502) 564-7430
Fax (502) 564-7603
www.personnel.ky.gov

Tim Longmeyer
Secretary

MEMORANDUM

PERSONNEL MEMO 12-40

TO: Cabinet Secretaries
Agency Heads
Human Resource Administrators

FROM: Tim Longmeyer *TML*

DATE: October 4, 2012

SUBJECT: Passive Open Enrollment: Health Insurance Benefit Fairs, 2013 Plan Year

The Personnel Cabinet has scheduled eight health insurance Benefit Fairs throughout the state from October 8 – 18, 2012 (listing of locations is attached). At the Benefit Fairs, employees will be able to meet with representatives of Humana, Express Scripts and the Personnel Cabinet's Department of Employee Insurance. Information will be available about the health insurance plans, Health Reimbursement Accounts (HRAs) and Flexible Spending Accounts (FSAs) offered by the Kentucky Employees' Health Plan for the 2013 Plan Year.

Please check the attached schedule for the dates, times and locations of the Benefit Fairs in your area. The fairs are for the benefit of state employees, as well as employees of local Boards of Education, Health Departments, KCTCS, the KET Foundation, other public employees and eligible retirees in KRS, KTRS, and the Judicial and Legislative Retirement Systems.

Similar to the Kentucky Employees' Deferred Compensation Expos, we ask that you allow employees, upon request, up to two hours to attend a Benefit Fair during normal working hours. If employees ask the Personnel Cabinet about attending a fair during working hours, they will be advised that agencies will make those decisions on an individual basis and the decisions will be based on required service levels and agency needs.

We encourage you to carefully review any request to attend during work hours and, if possible, allow employees to attend.

Attachment: Benefit Fairs Schedule



An Equal Opportunity Employer M/F/D