



PERSONNEL CABINET

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

Steven L. Beshear
Governor

Tim Longmeyer
Secretary

MEMORANDUM

PERSONNEL MEMO 14-19

TO: Cabinet Secretaries
Agency Heads
Human Resource Administrators

FROM: Tim Longmeyer **TML**

DATE: Sept. 25, 2014

SUBJECT: Mandatory Open Enrollment: Health Insurance Benefit Fairs, 2015 Plan Year

The Personnel Cabinet has scheduled 24 benefit fairs throughout the state from October 1 – 24, 2014 (listing of locations is attached). At the benefit fairs, employees will be able to meet with representatives from the Personnel Cabinet's Department of Employee Insurance, Kentucky Retirement Systems, Kentucky Teachers' Retirement System, and from our vendors (Anthem, HumanaVitality, Compass, WageWorks, and CVS Caremark). Information will be available about the health insurance plans, Health Reimbursement Arrangements (HRAs) and Flexible Spending Accounts (FSAs) offered by the Kentucky Employees' Health Plan (KEHP) for the 2015 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

2015 Benefit Fair Schedule

| <u>Date</u> | <u>County</u> | <u>Times</u> | <u>Location</u> |
|--------------|---------------|--------------|--|
| Oct 1st WED | Franklin | 8a-6p | Frankfort Convention Center Main Auditorium 405 Mero St Main Auditorium Frankfort, KY 40601 |
| Oct 2nd THU | Nelson | 4-8p | Nelson County High School 1070 Bloomfield Road Bardstown, KY 40004 Library and adjoining rooms |
| Oct 3rd FRI | Jefferson | 8a-6p | Kentucky Fair & Expo Center Louisville, KY West Wing Hall B |
| Oct 3rd FRI | Pulaski | 2-6p | Center for Rural Development 2292 US 27 #300 Somerset, KY 42501 North Hall |
| Oct 6th MON | Boone | 2-6p | Gateway Community & Technical College (Boone Co. Campus) 500 Technology Way Florence, KY 41042 Ctr for Advanced Mfg Bldg/Convening Center and Room 107A |
| Oct 7th TUE | McCracken | 2-6p | Western KY Community & Tech College Emerging Technology Center 4810 Alben Barkley Dr Paducah, KY 42001 |
| Oct 9th THU | Hopkins | 4-8p | Jess Stuart Elementary School 1710 Anton Road Madisonville, KY 42431 Gymnasium and Computer Lab Rm #198 |
| Oct 10th FRI | Christian | 4-8p | Christian County Middle School 215 Glass Avenue Hopkinsville, KY 42240 Library |
| Oct 10th FRI | Mason | 2-6p | Maysville Community and Technical College 1755 US Highway 68 Maysville, KY 41056 Technical Building |
| Oct 13th MON | Daviess | 2-6p | Pangea Center 1320 B. Carter Road |

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| | | | Owensboro, KY 42301 |
| Oct 13th MON | Rowan | 4-8p | Rowan County Middle School 555 Viking Drive Morehead, KY 40351 |
| Oct 14th TUE | Calloway | 4-8p | Calloway County High School 2108 College Farm Road Murray, KY 42071 Cafeteria and Media Room |
| Oct 15th WED | Warren | 4-8p | Briarwood Elementary 265 Lovers Lane Gymnasium Bowling Green, KY 42103 |
| Oct 16th THU | Adair | 4-8p | Adair County High School 526 Indian Drive Columbia, KY 42728 Cafeteria |
| Oct 16th THU | Pike | 4-8p | Pike Co Central High School 100 Winners Circle Dr Pikeville, KY 41501 Cafeteria |
| Oct 17th FRI | Boyle | 4-8p | Danville High School 203 E. Lexington Avenue Danville, KY 40422 Cafeteria |
| Oct 17th FRI | Breathitt | 4-8p | Breathitt Co High School 2307 Bobcat Lane Jackson, KY 41139 PE GYM |
| Oct 20th MON | Fayette | 4-8p | Tates Creek High School Cafeteria 1111 Centre Parkway Lexington KY 40517 |
| Oct 20th MON | Floyd | 4-8p | Prestonsburg High School 825 Blackcat Blvd. Prestonsburg, KY 41653 Gymnasium and Library |
| Oct 21st TUE | Boyd | 4:30-8p | Boyd County High School 14375 Lions Lane Ashland, KY 41102 Commons Area and Media Center |

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| Oct 21st TUE | Harlan | 2-6p | Southeast Community & Tech College-Harlan Campus 164 Ballpark Rd, Harlan, KY 40831 Building 1 Conference Rm/ITV Rm/Classrooms 101 and 103 |
| Oct 22nd WED | Laurel | 2-6p | Laurel County Board of Education GC Garland Administratin Bldg, Room 204 710 N. Main St. London, KY 40741 |
| Oct 22nd WED | Perry | 4-8p | Perry County Central High School 305 Park Avenue Hazard, KY 41701 Library |
| Oct 24th FRI | Madison | 4-8pm | B. Michael Caudill Middle School 1428 Dr. Robert Martin Bypass Richmond, KY 40475 Cafeteria and Library |