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Correspondence Memorandum

Date: January 23, 2018

To: Group Insurance Board

From: Sara Brockman, Health Program Manager
 Office of Strategic Health Policy

Subject: Establish the It's Your Choice Enrollment Period

ETF requests the Group Insurance Board (Board) approve October 1 – 31, 2018, as the It's Your Choice (IYC) open enrollment period for plan year 2019.


This proposed month-long timeframe is similar to the IYC open enrollment period for plan year 2018, which took place during the first four weeks of October 2017. The key reason for recommending a full month, rather than the traditional four-week open enrollment period, is due to member and employer feedback following the 2018 IYC open enrollment period. The extended IYC open enrollment will grant an additional five calendar days for employee enrollments.

The extended open enrollment period is expected to be easier for member communication, allow payroll centers more time to complete enrollment processing, and potentially reduce the number of enrollment appeals submitted by employees.

The October timeframe is also driven by a Department of Employee Trust Funds (ETF) IT project, the new Benefit Administration System (BAS). The rollout of BAS is scheduled for January 2019 and will require an IT system migration December 2018.

Staff will be at the Board meeting to answer any questions.

Reviewed and approved by John Voelker, Deputy Secretary



Electronically Signed 1/31/18

Board	Mtg Date	Item #
GIB	2.21.18	4A