



STATE OF WISCONSIN
Department of Employee Trust Funds
A. John Voelker
SECRETARY

Wisconsin Department
of Employee Trust Funds
PO Box 7931
Madison WI 53707-7931
1-877-533-5020 (toll free)
Fax 608-267-4549
etf.wi.gov

Correspondence Memorandum

Date: January 18, 2023
To: Group Insurance Board
From: Sara Brockman, Communications Manager
Korbey White, Health Program Manager
Office of Strategic Health Policy
Subject: Establish the 2024 Open Enrollment Period

The Department of Employee Trust Funds (ETF) requests the Group Insurance Board (Board) approve September 25 – October 20, 2023, as the open enrollment period for plan year 2024.

This four-week timeframe is in accordance with the 2023 open enrollment period offered by ETF. Open enrollment is ideally offered by ETF during the four full weeks of October but is adjusted as needed to accommodate payroll and annuity processing deadlines. ETF will work closely with the payroll centers in advance of the open enrollment period to provide benefit change and file specification details as soon as possible to ensure a successful open enrollment period.

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

Reviewed and approved by Eileen Mallow, Director, Office of Strategic Health Policy
Electronically Signed 01/31/2023

Board	Mtg Date	Item #
GIB	02.22.23	10B