



STATE OF WISCONSIN
Department of Employee Trust Funds
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SECRETARY

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Correspondence Memorandum

Date: January 29, 2025
To: Group Insurance Board
From: Korbey White, Health Program Manager
Office of Strategic Health Policy
Subject: Establish the 2026 Open Enrollment Period

The Department of Employee Trust Funds (ETF) requests the Group Insurance Board (Board) approve October 6-31, 2025, as the open enrollment period for plan year 2026.

This four-week timeframe aligns with employer payroll cycles. Open enrollment is ideally offered by ETF during the four full weeks of October but adjusted as needed to accommodate payroll and annuity processing deadlines. ETF will work closely with the payroll centers before 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 Renee Walk, Director, Office of Strategic Health Policy
Electronically Signed 02/21/2025

Board	Mtg Date	Item #
GIB	03.12.25	3A