

OPEN ENROLLMENT PROCESS:

Our Open Enrollment period happens every January 1st. Each year around October, we hold open enrollment meetings with the employee enrollment deadline usually mid-November. We hold Annual Enrollment Meetings at the different County locations in October so we can communicate any changes in the benefit programs to you for the coming year. We encourage all employees to **attend one** of these meetings each year. During the Open Enrollment time, you can make changes to your insurance plan by adding dependents, taking off dependents or waiving your health, dental or vision (for dependents only) coverage altogether. You can also switch from one health plan to the other, if desired.

Human Resources must have all open enrollment changes updated with our carriers prior to the new calendar year (deadline is usually in November). Annual enrollment changes can not be made after December 31st.