



**CITY OF CARSON**  
**INTEROFFICE MEMORANDUM**

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**TO:** TO ALL ELIGIBLE FULL-TIME EMPLOYEES  
**FROM:** FAYE MOSELEY, DIRECTOR OF HUMAN RESOURCES AND RISK MANAGEMENT  
**SUBJECT:** HEALTH INSURANCE – BENEFIT OPEN ENROLLMENT  
**DATE:** SEPTEMBER 15, 2020

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The open enrollment period for health, dental and vision insurance is scheduled to begin on **Monday, September 21, 2020** and will conclude on **Friday, October 16, 2020**. During this period, eligible employees may make any necessary changes to add or delete dependent coverage, or switch from one medical plan to another. New this year, we will be introducing BASIC, the City's new Flexible Spending Account (FSA), Family Medical Leave Act (FMLA) and COBRA third party administrator. Also full-time employees will be allowed to make changes to their Cigna life insurance coverage amount which includes electing a \$200,000 guaranteed life insurance issue amount, if eligible. *The effective date of all open enrollment changes will be January 1, 2021.*

*Due to the pandemic, we will be hosting a virtual Benefit Open Enrollment process which will include an online enrollment platform for selecting benefits via Employee Self Service, remote meetings between employees and Health Plan Representatives as well as benefit resources, informational sessions and other associated materials. All employee elections must be made via Employee Self Service, including a confirmation that you have no benefit changes for the upcoming year. If you have no changes, employees are not required to complete new enrollment forms however you will need to reconfirm your dependent(s).*

**Key reminder:**

Beginning September 15, you should log in to your [myCalPERS](#) account to explore your health plan options. myCalPERS allows you to access customized health information and has tools and resources to help you with your Open Enrollment decisions. If you would like to contact a CalPERS representative regarding any open enrollment questions you may have, you may do so at (888) 225-7377.

Additionally, please look out for additional information on how to review your current enrollments and make changes through Employee Self Service (ESS). To assist you in making any changes to your current health insurance enrollment, attached is the health insurance rate chart and the City's medical allowance for Calendar year 2021.

If you have any questions, please call Grisel Rodriguez, Human Resources Specialist, x1121 or Tracey Curry, Senior Human Resources Analyst, x1110.