**PUBLIC EMPLOYEE COMMITTEE MEETING**

**March 14, 2017**

**10:30 A.M.**

**AGENDA**

1. Opening Remarks
2. Update – Medicare Plans - Inpatient Hospital Co-pays
3. Trust Fund Q2 Report
4. Annual Enrollment – **May 8 – May 19, 2017**

| **Element** | **Delivery** | **Key Messages** | **When** |
| --- | --- | --- | --- |
| **Enrollment Announcement*** Active employees
* Retirees
 | PostcardEmailHUBInternetUnion Email/Newsletters | * Announce upcoming enrollment period
* If participants don’t want to change plans, they don’t have to take any action
* Actions to take if participants do want to change plans
 | Week of April 24 |
| **Health Plan & Enrollment Info*** Plan comparison charts
* Rate comparison charts
 | In personEmailPrint & Mail (if requested)HUBInternetPersonnel OfficersUnion Email/Newsletters | * Who’s eligible
* Overview of medical plan options (including opt-out option)
* Actions to take if participants do want to change plans
* Side-by-side comparison chart of plan benefits
 | Available mid-April |
| **Health Fairs*** City Hall – May 8th
* BTU – May 9th
* Florian Hall – May 15th
 | Announcement sent via email, HUB, internet, mail, posters, personnel officers, union leaders etc. | * Representatives from Health Benefits Office and Health Plans
* Describe actions to take if participants want to change plans
* Answer questions
 | May 8-19 |
| **Enrollment Reminder** | EmailHUB/InternetPersonnel OfficersUnion leaders | * Reminder that enrollment ends May 19
* If you take no action, enrollment will remain the same
 | May 8 & 15 |

1. Wellness – Update from 3/3 Committee meeting. Next meeting scheduled for 3/21
2. Other Business
3. Date of next PEC Meeting

The next PEC meeting is scheduled for Tuesday, April 11, 2017 at 10:30am.