



THE STATE OF FLORIDA  
**JUSTICE ADMINISTRATIVE COMMISSION**

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**MEMORANDUM #024-14HR**

**TO:** Agency Administrators  
**FROM:** Carolyn Horwich, J.D., Director of Human Resources  
**THROUGH:** Rip Colvin, Executive Director  
**SUBJECT:** Getting Ready for 2015 Open Enrollment  
**DATE:** September 26, 2014

The 2015 Pre-Tax Benefits Open Enrollment begins on October 20<sup>st</sup> at 8 a.m. Eastern Daylight (EDT) Savings Time and will end on November 7<sup>th</sup> at 6 p.m. Eastern Standard Time (EST).

We are planning to hold two Open Enrollment Informational Sessions: Tuesday, October 7<sup>th</sup> at 10:00 a.m. to 11:30 a.m. and Wednesday, October 8<sup>th</sup> at 2:00 p.m. to 3:30p.m. Both sessions will be provided through GoToTraining and will cover the same material. For registering, please see the information below. When you register, you will be able to access the PowerPoint slides.

Please register for Open Enrollment Presentation 10714 on **Tuesday**, October 7, 2014 10:00 AM - 11:30 AM EDT at: <https://attendee.gototraining.com/r/979202327292242945>

Please register for Open Enrollment Presentation 10814 on **Wednesday**, October 8, 2014 2:00 PM - 3:30 PM EDT at: <https://attendee.gototraining.com/r/3195274610144568065>

After registering you will receive a confirmation email containing information about joining the training.

To everyone's delight, there are very few changes for the 2015 plan year; any changes will be discussed during the presentations.

If you have any questions, please do not hesitate to contact Amy Maros at [Amy.Maros@justiceadmin.org](mailto:Amy.Maros@justiceadmin.org) or Amber Moore at [Amber.Moore@justiceadmin.org](mailto:Amber.Moore@justiceadmin.org). Both can be reached at 850.488.2415.