

Open Enrollment 2025

October 24, 2024 – November 13, 2024

Employees on Leave

Employees on Seasonal Layoff

Employees on Permanent Layoff

LEAVES WITH OR WITHOUT EMPLOYER CONTRIBUTION

ELECTING TO CONTINUE COVERAGE-ON BILLING

ACTIVE EMPLOYEE MAILING

Benefit	Timeframe	Method	Effective Date
Health	10/24/24 – 11/13/24	Online	1/01/2025
Vision	Enroll upon return to work	Qualifying Status Change Form	1/01/2025 or Return to Work Date, whichever is later
EE Life	Enroll or increase upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
Spouse Life	Enroll or increase upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
Child life	Enroll upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
LTD	Enroll or increase upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
IPP	Change elimination period upon return to work	IPP application	1/01/2025 or Return to Work Date, whichever is later
Pre-tax MDEA	Employees on unpaid FMLA 10/24/24 – 11/13/24	BRI Enroll/Change Form	01/01/2025
Pre-tax MDEA and DCEA	Employees on all unpaid leaves except FMLA – Enroll upon return to work	BRI Enroll/Change Form	1/01/2025, Return to Work Date, or first day of the pay period in which application received following return to work date, whichever is later
Pre-tax Transit	Enroll upon return to work	BRI Enroll/Change Form	1/01/2025, Return to Work Date, or first day of the pay period after application received following return to work date, whichever is later

Employees must submit the Optional Application, IPP, and BRI Enroll/Change Form to SEGIP within 30 days of their return to work date.

**LEAVES WITH OR WITHOUT EMPLOYER CONTRIBUTION
 NOT ELECTING TO CONTINUE COVERAGE
 NO EMPLOYEE MAILING**

Benefit	Timeframe	Method	Effective Date
Health	Enroll upon return to work	Qualifying Status Change Form	1/01/2025 or Return to Work Date, whichever is later
Vision	Enroll upon return to work	Qualifying Status Change Form	1/01/2025 or Return to Work Date, whichever is later
EE Life	Enroll or increase upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
Spouse Life	Enroll or increase upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
Child life	Enroll upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
LTD	Enroll or increase upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
IPP	Change elimination period upon return to work	IPP application	1/01/2025 or Return to Work Date, whichever is later
Pre-tax MDEA	Employees on unpaid FMLA 10/24/24 – 11/13/24	BRI Enroll/Change Form	01/01/2025
Pre-tax MDEA and DCEA	Employees on all unpaid leaves except FMLA – Enroll upon return to work	BRI Enroll/Change Form	1/01/2025, Return to Work Date, or first day of the pay period in which application received following return to work date, whichever is later
Pre-tax Transit	Enroll upon return to work	BRI Enroll/Change Form	1/01/2025, Return to Work Date, or first day of the pay period after application received following return to work, whichever is later

Employees must submit the Qualifying Status Change Form, Optional Application, IPP, and BRI Enroll/Change Form to SEGIP within 30 days of their return to work date.

**SEASONAL LAYOFF WITH EMPLOYER CONTRIBUTION
ELECTING TO CONTINUE COVERAGE-ON BILLING
ACTIVE EMPLOYEE MAILING**

Benefit	Timeframe	Method	Effective Date
Health	10/24/24 – 11/13/24	Online	01/01/2025
Vision	Enroll upon return to work	Qualifying Status Change Form	1/01/2025 or Return to Work Date, whichever is later
EE Life	Enroll or increase upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
Spouse Life	Enroll or increase upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
Child life	Enroll upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
LTD	Enroll or increase upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
IPP	Change elimination period upon return to work	IPP application	1/01/2025 or Return to Work Date, whichever is later
Pre-tax MDEA and DCEA	Enroll upon return to work	BRI Enroll/Change Form	1/01/2025, Return to Work Date, or first day of the pay period in which application received following return to work date, whichever is later
Pre-tax Transit	Enroll upon return to work	BRI Enroll/Change Form	1/01/2025, Return to Work Date, or first day of pay period after application received following return to work date, whichever is later

Employees must submit the Optional Application, IPP, and BRI Enroll/Change Form to SEGIP within 30 days of their return to work date.

**SEASONAL LAYOFF WITHOUT EMPLOYER CONTRIBUTION
ELECTING TO CONTINUE COVERAGE-ON BILLING
COBRA MAILING**

Benefit	Timeframe	Method	Effective Date
Health	10/24/24 – 11/13/24	COBRA application from mailing	01/01/2025
Vision	Enroll upon return to work	Qualifying Status Change Form	1/01/2025 or Return to Work Date, whichever is later
EE Life	Enroll or increase upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
Spouse Life	Enroll or increase upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
Child life	Enroll upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
LTD	Enroll or increase upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
IPP	Change elimination period upon return to work	IPP application	1/01/2025 or Return to Work Date, whichever is later
Pre-tax MDEA and DCEA	Enroll upon return to work	BRI Enroll/Change Form	1/01/2025, Return to Work Date, or first day of the pay period in which application received following return to work date, whichever is later
Pre-tax Transit	Enroll upon return to work	BRI Enroll/Change Form	1/01/2025, Return to Work Date, or first day of the pay period after application received following return to work date, whichever is later

Employees must submit the Optional Application, IPP, and BRI Enroll/Change Form to SEGIP within 30 days of their return to work date.

**SEASONAL LAYOFFS WITH OR WITHOUT EMPLOYER CONTRIBUTION
 NOT ELECTING TO CONTINUE COVERAGE
 NO EMPLOYEE MAILING**

Benefit	Timeframe	Method	Effective Date
Health	Enroll upon return to work	Qualifying Status Change Form	1/01/2025 or Return to Work Date, whichever is later
Vision	Enroll upon return to work	Qualifying Status Change Form	1/01/2025 or Return to Work Date, whichever is later
EE Life	Enroll or increase upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
Spouse Life	Enroll or increase upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
Child life	Enroll upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
LTD	Enroll or increase upon return to work	Optional application	1/01/2025 or Return to Work Date, whichever is later
IPP	Change elimination period upon return to work	IPP application	1/01/2025 or Return to Work Date, whichever is later
Pre-tax MDEA and DCEA	Enroll upon return to work	BRI Enroll/Change Form	1/01/2025, Return to Work Date, or first day of the pay period in which application received following return to work date, whichever is later
Pre-tax transit	Enroll upon return to work	BRI Enroll/Change Form	1/01/2025, Return to Work Date, or first day of the pay period after application received following return to work date, whichever is later.

Employees must submit the Qualifying Status Change Form, Optional Application, IPP, and BRI Enroll/Change Form to SEGIP within 30 days of their return to work date.

**PERMANENT LAYOFF WITH EMPLOYER CONTRIBUTION
 ELECTING TO CONTINUE COVERAGE-ON BILLING
 ACTIVE EMPLOYEE MAILING**

Benefit	Timeframe	Method	Effective Date
Health	10/24/24 – 11/13/24	Online	01/01/2025

**PERMANENT LAYOFF WITHOUT EMPLOYER CONTRIBUTION
 ELECTING TO CONTINUE COVERAGE-ON BILLING
 COBRA MAILING**

Benefit	Timeframe	Method	Effective Date
Health	10/24/24 – 11/13/24	COBRA application from mailing	01/01/2025

**PERMANENT LAYOFF WITH OR WITHOUT EMPLOYER CONTRIBUTION
 NOT ELECTING TO CONTINUE COVERAGE-ON BILLING
 NO EMPLOYEE MAILING
 DOES NOT PARTICIPATE IN OPEN ENROLLMENT**

If an employee is recalled from permanent layoff within 1 year all benefits will be reinstated.

If an employee is recalled from permanent layoff after 1 year, health and dental coverage will be reinstated, and the employee will have to re-apply for any optional coverages with evidence.