
OFFICE OF GOVERNOR RONNIE MUSGROVE
INTEROFFICE MEMORANDUM

TO: ALL STAFF
FROM: ERICH HOWARD
SUBJECT: INSURANCE AND CAFETERIA PLAN CHANGES
DATE: 10/15/2001

The annual Cafeteria Plan enrollment will be held for the Governor's Office on Monday, October 22, 2001.

October 22, 2001
Monday

Woolfolk Building
Small Conference Room

9:00 - 12:00

If you wish to make changes in your cafeteria plan and/or your insurance coverage, which is a part of your cafeteria plan, this is the only time you will be able to make these changes for 2002 without a change of family status.

This is also open enrollment period for the State Health Insurance Plan and for Bluebonnet Dental Insurance. The addition of new dependents or the election of high option coverage for children must be completed at this time. All open enrollment changes will take effect January 1, 2002.

If you are unable to come, please contact me to make arrangements to complete your paperwork.