

Let's Talk About



2011 Benefits Open Enrollment October 18 - November 17

2011 Benefits Enrollment

Employee Benefits Open Enrollment begins Monday! This is the time to make changes to your medical, dental, vision, flexible spending accounts, and life insurance elections for 2011. The City of San Antonio will continue to offer employees the Value PPO, Standard PPO, and Premier PPO health plans. The EPO plan will no longer be available. The deadline for all active employees to enroll is November 17th.

How to Enroll

You have three ways to make benefit elections: passive, online, or by paper. If you are happy with your current benefit elections, you don't need to do anything. Your 2010 benefit elections will carry over to 2011. If you are currently enrolled in the EPO Plan and make no election, you will be automatically enrolled in the Premier PPO plan. If you wish to enroll in a different plan, or add or drop dependents, you should enroll online or by paper form (you will receive a customized Enrollment Form from a Human Resources Specialist). Log on to the COSAWeb or visit www.sanantonio.gov/hr to enroll online. Flexible Spending Accounts do not carry over and will need to be selected during the Open Enrollment period.

Enrollment Presentations and Fairs

To assist civilian employees with enrollment, Human Resources Generalists will reach out to employees and conduct presentations in the departments. The Human Resources Department will also host Enrollment Fairs. The fairs are designed for you to receive enrollment assistance from a Benefits Staff Member or visit with representatives from United-Healthcare, MetLife, Dearborn National Life Insurance, ICMA-RC, Nationwide, and more. Full-time employees can also receive free flu shots at the fairs, just by showing your UnitedHealthcare ID card or City badge.

Deadline to Enroll

Employees are encouraged to make their benefit elections carefully. The elections you make can ONLY be changed during the annual Open Enrollment period, or within 31 days of a qualifying event.

Enrollment Fairs

Date/Time	Facility	Room	Address
Tuesday, October 19 5:00 - 8:00 p.m.	Development and Business Service Center (One-Stop)	Training Rooms A&B	1901 S. Alamo St., 78204
Thursday, October 21 10:00 a.m. - 2:00 p.m.	International Center	3rd Floor Conference Room	203 S. St. Mary's St., 78205
Friday, October 22 10:00 a.m. - 2:00 p.m.	Ron Darner Building	Enrique Barrera Fitness Center	5800 Old Highway 90 W., 78227
Tuesday, October 26 10:00 a.m. - 2:00 p.m.	Municipal Plaza Building	Mezzanine Level	114 W. Commerce St., 78205
Thursday, October 28 6:30 - 10:30 a.m.	Northeast Service Center	Building 1, Conference Room	10303 Toolyard, 78233
Thursday, November 4 5:30 - 8:00 p.m.	Lady Bird Johnson Park (*On-site Dependent Validation available)	Lou Hamilton Community Center	10700 Nacoogdoches Rd., 78217
Friday, November 5 10:00 a.m. - 2:00 p.m.	SAFD Training Academy (*On-site Dependent Validation available)	Gym	300 S. Callaghan Rd., 78228

* You can speak with a representative in-person, or show your documents to validate the eligibility of your dependents.

Contact Us

Human Resources Department
111 Plaza de Armas
(210) 207-8705 phone
(210) 207-2285 fax
www.sanantonio.gov/hr
hrcustomerservice@sanantonio.gov