

**From:** [HR-Benefit Services](#)  
**To:** [PAR Contacts](#)  
**Subject:** Open Enrollment Has Started & Enter to Win Raffle Prizes with our Virtual Game  
**Date:** Tuesday, October 6, 2020 3:00:00 PM

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Please distribute -----

## **Open Enrollment started October 5, 2020, and continues until 11:59 p.m. on Friday, October 30, 2020.**

### **Important things to know and remember:**

1. Log into eCAPS from an internet connected device to review your benefits, make changes, reenroll/enroll in the Flexible Spending Account (FSA) or Dependent Care Assistance (DCA) programs.
2. You cannot make changes to your benefits outside of the Open Enrollment period unless you have a Qualifying Life Event.
3. On the [Benefit Services webpage](#), you'll find rate sheets, the employee benefits handbook, videos, a copy of Open Enrollment communications, and coverage summaries by health plan.
4. You can [schedule an appointment](#) with a Benefit Services team member to receive one-on-one assistance with your Open Enrollment questions.
5. Due to COVID-19 the Benefit Services office is closed to walk-in customers and we will not be hosting benefit fairs this year.

## **We may not be hosting benefit fairs this year, but we still have a fun game for a chance to win raffle prizes!**

[Download our virtual Jeopardy board](#) to play this year's Open Enrollment game. Instructions are on the board and for any questions, please contact [Raymond Camozzi](#).

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### **Other General Information:**

The October Wellness Newsletter is [now posted](#).  
WHA's [virtual classes](#) continue through October.

### **Flu Shots from City Medical Carriers**

As a reminder, if you are enrolled on a City medical plan, you (and any dependents on your plan) can get the seasonal flu shot for free from your medical carrier. Kaiser is offering drive-up and walk-up flu shot clinics for members. Call Kaiser at 1-800-573-5811 for flu updates or visit [their cold and flu webpage](#). Sutter Health Plus members can use one of Sutter's [Walk-In Care locations](#) to get a flu shot.

Call ahead to make sure flu shots are available.

Western Health Advantage members should visit [WHA's website](#) for more information.

### **Benefit Services Resources**

- [Benefit Services team member department assignments](#) – inquiries are encouraged via email or MS Teams since we are primarily working remotely
- [Benefit Services FAQ](#)
- [When You're Ready to Retire Guide](#)
- [Deferred compensation plan options when separating from City service](#)

Best,

[Benefit Services Division](#)

Department of Human Resources

915 I Street, HCH, Plaza Level

Phone: 916-808-5665