**Macon-Bibb County Human Resources Department**

545 First Street

Macon, Georgia 31201

Telephone: (478) 751-2720 w Fax: (478) 751-2735

**To: Macon-Bibb County Employees and Retirees**

**From: Stacy Brown Siegle, Benefits Analyst**

**Date: September 26, 2023**

**Subject: 2024 Open Enrollment**

Macon-Bibb County’s Open Enrollment period will begin Monday, October 16, 2023, and continue through Friday, October 27, 2023. Enrollment will be held in the Human Resources Multipurpose Room on the 1st floor of the Government Center, located at 700 Poplar Street. During this period, employees and retirees will have the opportunity to make voluntary changes to their enrollment elections for health, dental, vision and supplemental coverages to become effective January 1, 2024.

There will be three easy ways to complete the enrollment process for benefits eligible employees and retirees:

1. Contact the NFP service center at 1-833-783-6388 to speak with an enroller.
2. Complete the process through the online enrollment portal from a work or home computer, [www.maconbibb.bswift.com](http://www.maconbibb.bswift.com).
* Username is the first letter of your first name, your last name, and the last four digits of your Social Security number (example: jdoe4567).
* Password has been reset and will be the last four digits of your Social Security number.
1. Meet with an enroller in person in the Multipurpose Room. No appointment is necessary.

If you do not need to make changes to your existing coverage, we recommend that you review your personal and beneficiary information to ensure it is accurate and current.

* *The flexible spending account and child care reimbursement have to be elected every year. They will not automatically renew year to year.*

Please note: In addition to selecting new hire benefits, ALL new hires will ALSO need to complete open enrollment.

**Open Enrollment Schedule**

Monday – Friday, October 16th to October 27th 8:30 a.m. to 4:30 p.m.

**Parking**

Free parking will be available along First Street across from the Government Center, 700 Poplar Street. There will be no charge for metered parking reserved for Macon-Bibb County employees and retirees during open enrollment. Additional parking will be available at the parking lot located at 790 Poplar Street, across from St. Joseph Catholic Church and adjacent to Hutchings Funeral Home.

**GREAT NEWS!**

Macon-Bibb County continues to provide the following coverages with ***no changes*** for active employees and retirees *(\* identifies the plans not offered to retirees):*

• **Health Insurance**

• **Dental**

**• Vision Insurance**

**• Flexible Spending Account\***

Maximum contribution of $3,050 and up to $610 rollover to the following year.

* + *Must re-elect this benefit every year.*

**• Child Care Reimbursement\***

* + *Must re-elect this benefit every year.*

**• Basic Life Insurance**

**• Voluntary Life Insurance and AD&D\***

The rates for Supplemental Life Insurance that you pay for are unchanged although your total premium will continue to change as you move into a higher five-year age bracket.

**• Voluntary Short-term Disability\***

**• Voluntary Long-term Disability\***

There are no changes in plan design or rates although the total cost adjusts as your insured income changes.

**• Voluntary Aflac Accident, Critical Illness, Hospital Indemnity, and Whole Life\***

**• Voluntary Legal Plan\***

**• Voluntary Identity Theft & Cyber Security Protection\***

If you are adding a spouse or dependent, please have a marriage license, birth certificate, social security number and date of birth on hand. We will not activate spousal/dependent coverage until documentation is provided.