



MATANUSKA-SUSITNA BOROUGH

Department of Finance

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 745-4801 • Fax (907) 745.0886

www.matsugov.us

November 21, 2008

To: On-Call Responders

From: Lisa Reeves
Benefits Specialist

Subject: Employee Insurance Benefit
Effective January 1, 2009

As on-call responders of the Matanuska-Susitna Borough, you may be eligible to participate in the health insurance plan from Select Benefits through Symetra Life Insurance Company. The open enrollment period for the insurance is during the month of December. Enrollment in the plan is optional. If you choose to enroll, your cost for participation in the plan is \$39.43 per month. You must work enough hours each month to cover the cost which will be deducted from your paycheck. If you are not eligible in December, you will receive a letter to enroll when you become eligible. **During the open enrollment period, you may also elect to discontinue your participation in the plan.** Please remember that the open enrollment period occurs only once each year, and with few exceptions, this is the only time you can elect or decline to participate.

Select Benefits provides limited benefit medical coverage for you and your eligible family members. It can also be a valuable supplement to any major medical plan you or your dependents may already have. **Select Benefits is not a replacement for a major medical policy.**

If you are currently:

1. Enrolled in the plan and wish to continue coverage, you do not need to do anything.
2. Not enrolled and do not wish to be enrolled, you do not need to do anything.
3. Enrolled and wish to discontinue, you will need to fill out the decline section of the accept/decline form which you can get from Sally Letherman. If I do not receive this form by December 31, 2008, your enrollment in the plan will continue.
4. Not enrolled and wish to enroll, you can get a packet from your station or from Sally Letherman to fill out. You will also need to fill out the accept portion of the accept/decline form (which you can also get from Sally). If I do not receive these forms by December 31, 2008, you may not be eligible to enroll until the next open enrollment period.

The new plan year starts January 1, 2009. Eligible employees may enroll in the plan by following the instructions within the enrollment kit. Now is the time to take advantage of this opportunity. If you have any questions regarding Select Benefits, please contact Lisa Reeves, Benefits Specialist at 745-9504 or our insurance representative, Michael Combs with Combs Insurance Agency at 745-2144.

SymetraSM is a service mark of Symetra Life Insurance Company. Select Benefits is insured by Symetra Life Insurance Company, 777 108th Ave NE, Suite 1200, Bellevue, Washington, 98004. Select Benefits is administered by Select Benefit Administrators of America, a division of Employee Benefit Consultants Inc., a Symetra Company.



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Health Insurance Election Form

(For Eligible Responders)

I have been offered health insurance coverage by the Matanuska-Susitna Borough.

- I decline insurance coverage at this time for myself and my dependents. I understand that if I decide to elect coverage in the future, I will be considered a late applicant and will be required to submit Proof of Good Health before coverage will become effective.

OR

- I request health insurance coverage and agree to make payments by a payroll deduction on a pre-tax basis each month. I understand that the effective date will be the 1st of the month following eligibility and the first payroll deduction will be withheld on the paycheck of the month following eligibility in the amount of \$39.43.

Signature of Employee

Date

Print Name