

The EBD Update – Friday, October 12, 2007

A weekly publication by The Employee Benefits Division

**** State Edition ****

Enrollment Reminder

Please remember to have your employees use the **Enrollment Form** to make any changes to their coverage during Open Enrollment. The Enrollment Form can be accessed at the following location:

https://arbenefits.org/ebd_pages/forms/formEnrollmentAse.pdf

The Change Form should only be used to make changes to the current plan year based on a qualified change in status or some other valid reason.

Note from Harmony Daniels, Human Resource Manager, Secretary of State Office

The Secretary of State HR Staff & Citistreet are proud to announce the following winners of the Benefit Fair Door Prizes:

Vicki Lee, Secretary of State, Citistreet Insulated Coffee Mug
William Parks, Senate, \$ 10.00 Wal-Mart Gift Card
Lisa Bruno, Secretary of State, \$ 10.00 Wal-Mart Gift Card
Faye Hickman, DF&A, Citistreet Bag
Nanette Harrell, DIS, Citistreet Bag
Jennifer Schaffner, Secretary of State, Citistreet Bag
Delores Logan, ADHE, \$ 10.00 Wal-Mart Gift Card
Tim Bales, DIS, \$ 10.00 Wal-Mart Gift Card
Jeff Spears, DF&A, Citistreet Insulated Coffee Mug
Larry Wornock, Bureau of Standards, Citistreet Insulated Coffee Mug
Shari Rush-Griffin, ASL, \$ 10.00 Wal-Mart Gift Card
Frances Barger, DF&A, Citistreet Insulated Coffee Mug

A staff member from the Secretary of State office will contact winners. Door prizes are available to pick up in the Secretary of State, Human Resource Office, Room 012 of the State Capitol Building (located on the basement level). Congratulations to the winners!

Scheduled Down-Time

ARBenefits will be unavailable Sunday, October 14th from 6:00 a.m. to noon for routine maintenance. We apologize for the inconvenience.

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