

State of New York		
Governor's Office of Employee Relations		
Andrew M. Cuomo, Governor		Gary Johnson, Director
DHR Memo	No. 2011-10	September 12, 2011

To: Directors of Human Resources

From: Gary Johnson 

Subject: Flex Spending Account - 2012 Open Enrollment Campaign

I am pleased to announce the 2012 enrollment campaign for the New York State Flex Spending Account (FSA). The open enrollment period will run from October 14, 2011, to November 14, 2011.

The FSA, a program negotiated between the State and its public employee unions, consists of two important benefits for employees – the Health Care Spending Account (HCSAccount) and the Dependent Care Advantage Account (DCAAccount). Employees may choose to enroll in either or both accounts. Paperless enrollment makes it easy for employees to apply online or through a toll-free number. More than 21,000 state employees are taking advantage of these benefits in 2011, and we expect interest will continue to grow for 2012.

State employees may contribute up to \$4,000 per year through pre-tax payroll deductions to the HCSAccount for eligible health care expenses that are not covered by a health insurance plan. In addition, state employees may contribute up to \$5,000 per year in a DCAAccount for elder care, disabled dependent care, or child care expenses. Employees' elected contributions are deducted biweekly from their gross pay and deposited into the appropriate account. After eligible services have been received, the employee submits a claim form for reimbursement.

The current DCAAccount Employer Contribution ends at the end of 2011. Future availability of the employer contribution depends on the outcome of negotiations between the State and the unions that participate in the program. For employer contribution updates, please visit our website at www.flexspend.ny.gov or call 1-800-358-7202.

The tax advantages of participating in the FSA can be significant for working families. With the rising cost of everyday living expenses, we are pleased to offer a benefit that stretches the dollars of state employee families. Not only does the FSA save employees money, it also yields savings to the State.

Tomorrow, health benefits administrators will be sent a detailed memo about the FSA, advising them to direct interested state employees to the website or customer service. In mid-September, agencies will receive new posters to display at agency worksites, and agency payroll offices will receive FSA informational flyers to distribute to employees.

Governor's Office of Employee Relations staff will be happy to answer your questions regarding the 2012 FSA. You may contact Mary Caldwell regarding the DCAAccount at (518) 473-8091 or Lisa Todd regarding the HCSAccount at (518) 486-2572. If your employees have questions, please direct them to visit the website or call the toll-free hotline at (800) 358-7202. They should not contact Ms. Caldwell or Ms. Todd directly.

Thank you for ensuring that your employees are aware of this important pre-tax benefit.

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