



# HR LIAISON NETWORK NEWS

July 1, 2020 | **SPECIAL NETWORK NEWS MESSAGE**

## Benefits Open Enrollment July 1-31

Open Enrollment is available in [Workday](#) July 1 through July 31. Open Enrollment is the time for employees to review their benefits and consider any changes to make for the FY2021 plan year which goes into effect September 1, 2020.

Follow the [Workday User Guide for Completing Open Enrollment](#) for help in navigating Workday. You can also take a short training course in TrainTraq ([2114157: Completing Open Enrollment in Workday 2020](#)).

For more information, please refer to the [Texas A&M Benefits Website](#) and the [A&M System Website](#). Details regarding your FY21 benefits, benefit guides and booklets, vendor presentation slide decks and other important information related to Open Enrollment can be found on those sites.

## Virtual Benefits Fairs & Open Enrollment Meetings

The vendor presentations at this year's Virtual Benefits Fair are come-and-go and will be held online via Webex. Attend all or part of any meeting presentation. Click on the date(s) listed below to register for the virtual fair(s) you would like to attend. NOTE: **Password and Access Codes** are required to call in and are listed at the bottom of the page [found by clicking here](#).

- HSC meeting: [Wednesday, July 8](#) from 1:00 p.m. to 4:45 p.m. [Schedule](#)
- Texas A&M meeting #1: [Monday, July 13](#) from 8:00 a.m. to 11:00 a.m. [Schedule](#)
- Texas A&M meeting #2: [Tuesday, July 14](#) from 1:00 p.m. to 4:45 p.m. [Schedule](#)
- Retirees meeting: [Friday, July 17](#) from 8:00 a.m. to 11:00 a.m. [Schedule](#)

## Open Enrollment Support

**Virtual Appointments:** The Benefit Services team will not be able to accept walk-ins for face-to-face meetings due to social distancing guidelines related to COVID-19. We are accepting requests for virtual personal appointments via Zoom virtual meeting (first choice), a phone call (second option) or an alternate method for assisting you. To request an appointment, email [benefits@tamu.edu](mailto:benefits@tamu.edu) (Main Campus) or [hschr@tamu.edu](mailto:hschr@tamu.edu) (HSC) with your name, UIN, a brief description of the topic(s) you would like to discuss, and the preferred phone number to reach you.

**Open Enrollment Questions Form:** We have launched a dedicated Open Enrollment Questions form to provide you with another method of getting your questions to us. Click the link below to access that form. Leave the System Member/Agency field set to "Texas A&M University" if you are a Main Campus employee. Otherwise, use the drop-down to select Health Science Center, AgriLife, TEES, TEEX, or other Member/Agency.

- [Active Employees Question Form](#)
- [Retirees Question Form](#)

Employees may also email Benefit Services at [benefits@tamu.edu](mailto:benefits@tamu.edu) (Main Campus) or [hschr@tamu.edu](mailto:hschr@tamu.edu) (HSC) in addition to using the dedicated Open Enrollment Questions forms.

**Virtual Office Hours:** The Texas A&M Benefit Services team will be hosting Virtual Office Hours every Tuesday at 2:00 p.m. and Thursday at 10:00 a.m. during the month of July. These sessions will be held online via Zoom and are come-and-go events designed to answer your questions about benefits or Open Enrollment tasks in Workday. We even have the capability of setting up breakout rooms if you have a question that you would prefer to have addressed one-on-one.

Click the links below to add these office hour sessions to your calendar:

- [Tuesday Virtual Office – 2:00 pm](#)
- [Thursday Virtual Office – 10:00 am](#)

## Wellness Incentive Notice

**The deadline for completing any two (2) wellness activities on your MyEve Personalized Two-Step Checklist has been extended to August 31, 2020.** Employees should proceed with completing their Open Enrollment in Workday as soon as possible rather than waiting until the incentive is credited. We appreciate your patience and understanding.

For more information on the Employee Wellness Incentive program, visit the [Wellness page](#) on the A&M System website.

For questions about MyEve or to check on the status of your wellness credit activities, please email [memberservices@evivehealth.com](mailto:memberservices@evivehealth.com) or call Evive Member Services at (888) 208-9470.



Division of Human Resources  
& Organizational Effectiveness

**QUESTIONS?** [HRnetwork@tamu.edu](mailto:HRnetwork@tamu.edu) | 979.862.3854 | 979.845.4141

The HR Liaison Network comprises approximately 300 employees who have been designated by their department head to perform HR functions within the department. As partners of the Human Resources organization, HR Liaisons play an important role — from creating a welcoming environment for new hires to maintaining workplace unity while supporting employees and management. Learn more at: [employees.tamu.edu/liasons](http://employees.tamu.edu/liasons)

Past LNN issues  
are found online:  
[HR Liaison Network  
News Archive](#)