



Brian P. Kemp  
Governor

Rebecca N. Sullivan  
Commissioner

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November 1, 2023

**MEMORANDUM**

**To:** Agency Heads  
HR Leaders

**From:** Rebecca N. Sullivan, Commissioner *RNS*  
Executive Secretary, Employee Benefit Plan Council and State Personnel Board

**Re:** **November 2023 Employee Benefit Plan Council and State Personnel Board Meetings Notice**

Please be advised that the Employee Benefit Plan Council (EBPC) and the State Personnel Board (SPB) will convene on Tuesday, November 14, 2023. Below are agenda items for the meetings, as well as information for joining the meetings.

If you have any questions or concerns about the proposed agendas, please contact Latatia West at (404) 463-1822 or via email at [Latatia.West@doas.ga.gov](mailto:Latatia.West@doas.ga.gov).

Thank you.

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**Employee Benefit Plan Council**

1. **Call to Order** by the Chair Monirah Womack
- \*\*2. **Council vote** on the approval of the EBPC August 8, 2023 meeting minutes
3. Nomination of the 2024 EBPC Vice Chair
- \*\* 4. **Council vote** on the 2024 EBPC Vice Chair
- \*\* 5. **Council vote** on the 2024 EBPC Meeting Calendar
6. Presentation on the Flexible Benefits Program contract amendments (premium payment due date)
- \*\* 7. **Council vote** on the Flexible Benefits Program contract amendments (premium payment due date)
8. Presentation on the Flexible Benefits Program Requests for Proposals
  - Health Care and Dependent Care Flexible Spending Accounts
  - Short-Term and Long-Term Disability Insurance

9. **Other Business** the Council members may wish to bring before the Council

**\*\* 10. Adjournment**

### **State Personnel Board**

1. Call to Order by the Chair Jewelle Johnson

**\*\* 2. Approval of Minutes** of the SPB August 8, 2023 meeting

3. Nomination of 2024 SPB Chair and Vice Chair

**\*\*4. Board vote** on 2024 SPB Chair and Vice Chair

**\*\*5. Board vote** on 2024 SPB Meeting Calendar

6. Presentation on FY2023 Workforce Report

7. Update on the NextGen project

8. **Other business** the Board members may wish to bring before the Board

**\*\*9. Adjournment**

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**\*\*** Indicates review and Council or Board action required.

**Please register for Employee Benefit Plan Council and State Personnel Board Meetings  
on Nov 14, 2023 10:00 AM EST at:**

**<https://attendee.gotowebinar.com/register/7234613221465546333>**

**After registering, you will receive a confirmation email containing information about joining the webinar.**