
MINUTES
EMPLOYEE BENEFIT PLAN COUNCIL
MEETING VIA HYBRID
March 24, 2026 – 10:00 a.m.

The Employee Benefit Plan Council (EBPC) meeting was called to order by Chair Monirah Womack on Tuesday, March 24, 2026.

Council members present:

Monirah Womack, Chair
Amy Auffant, Member
Glianny Fagundo, Member
Jewelle Johnson, Member
Angie Surface, Member
Angelique McClendon,
Member Courtney
Ware, Vice Chair
Robert Joseph, Member
Matthew Almand,
Member

Council members absent:

Chris Wells, Member

Additional attendees: Rebecca N. Sullivan, Commissioner, DOAS; Carla Gracen, Deputy Commissioner, DOAS-HRA; Autumn Cole, Assistant Commissioner and General Counsel, DOAS; Kori Woodward-Dickens, Attorney, DOAS-HRA; Sharon Carter, Director, Enterprise Talent Management Services; and Leneequa Morris, Senior Manager, Enterprise Benefits, DOAS-HRA.

Introduction of the new Deputy Commissioner of Human Resources Administration (HRA):

Rebecca N. Sullivan, Commissioner, DOAS, introduced Carla Gracen to the council as the new Deputy Commissioner of Human Resources Administration (HRA).

Introduction of the new Director of Enterprise Talent Management Services:

Carla Gracen, Deputy Commissioner, DOAS-HRA, introduced Sharon Carter to the council as the new Director of Enterprise Talent Management Services.

Approval of Minutes:

Rebecca N. Sullivan, Commissioner, DOAS, presented the minutes from the November 18, 2025, Employee Benefit Plan Council meeting for the Council's approval. As no corrections or changes were requested by the members present, Ms. Womack called for a motion to approve the minutes. The motion was moved by Ms. Johnson, seconded by Ms. Fagundo, and carried unanimously.

¹ Pending approval by the Council at the next regularly scheduled Employee Benefits Plan Council meeting.

Presentation on the Open Enrollment Metrics for Plan Year 2026:

Leneequa Morris, Senior Enterprise Benefits Manager, DOAS-HRA, presented the Open Enrollment Metrics for Plan Year 2026. Ms. Morris informed the council that open enrollment started on October 20, 2025, and ended on November 8, 2025, at 12:59 am. Ms. Morris informed the council that this was a passive enrollment, meaning that employees did not have to go online because all of their flexible benefit options would roll over, except for the spending accounts. Ms. Morris informed the council that the planning session for open enrollment always begins with a kickoff meeting with Alight, the Flexible Benefits Eligibility and Enrollment vendor, which was held on May 22, 2025. Ms. Morris informed the council that following the kick-off meeting with Alight, the Employee Benefit Plan Council was held on June 10, 2026, where the council approved the extension of the contracts, the 10% increase on the long-term care, 3% rate increase on the dental options, the maximum increase on the flexible spending accounts, and the one-up campaign. Ms. Morris informed the council that after receiving the council's approval, the Enterprise Benefits team began updating open enrollment materials and websites and collaborating with Alight, flexible benefits vendors, and Benalytics. Ms. Morris notified the council that the information was distributed through the benefits advantage newsletter, Alight sent out open enrollment emails, postcards were mailed to retirees, leave without pay participants, and COBRA beneficiaries. Ms. Morris informed the council that training for the benefits coordinators was conducted. Ms. Morris informed the council that the virtual benefit fair site is available to participants and/or benefits professionals who still need assistance with program information. Ms. Morris informed the council that in-person benefit fairs were also offered. Ms. Morris informed the council that, working closely with Benalytics during open enrollment last year, a kick-off video was produced. Ms. Morris informed the council of other sources of information for open enrollment, including the What's New for 2026 guide, the enhanced interactive benefits guide, and the Virtual Benefits Fair. Ms. Morris updated the council on the Open Enrollment Metrics provided before the meeting.

Update on the Flexible Benefits Program Request for Proposal (Legal Plans):

Leneequa Morris, Senior Enterprise Benefits Manager, DOAS-HRA, provided an update on the Flexible Benefits Program Request for Proposal (Legal Plans). Ms. Morris informed the council that the solicitation is being finalized and will be released soon, with the results being presented to the council for approval at an upcoming meeting. Ms. Morris notified the council that the contract's effective date will be January 1, 2027.

Other Business/Adjournment:

With no further business to discuss, Ms. Womack moved to adjourn the March 24, 2026, Employee Benefit Plan Council meeting. Mr. Joseph moved the motion, seconded by Ms. Surface, and carried unanimously.

READ AND APPROVED on 23rd of June, 2026 by:



Monirah Womack, Chair



Jewelle Johnson, Member



Amy Auffant, Member

(Absent)

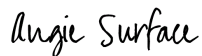
Glianny Fagundo, Member



Robert Joseph, Member



Chris Wells, Member



Angie Surface, Member



Angelique McClendon, Member

(Absent)

Matthew Almand, Member

(Absent)

Courtney Ware, Vice Chair