



## Department of Civil Service

ANDREW M. CUOMO  
Governor

**PA 16-17**  
**PAEX 16-17**

**To:** Participating Agency Health Benefits Administrators

**From:** David Boland, Director of the Employee Benefits Division (EBD)

**Subject:** 2016 NYSHIP Webinar Sessions for Participating Agencies

**Date:** October 4, 2016

The Employee Benefits Division (EBD) is pleased to announce that the 2016 Webinar Sessions for Participating Agencies will be held Tuesday, October 18, from 11:30 a.m. to 1:00 p.m. and Monday, October 24, from 1:00 p.m. to 2:30 p.m.

EBD staff will cover topics that may interest senior managers and officers of Participating Agencies, including the projected 2017 Empire Plan premium rates and updates related to Federal Health Care Reform. Additionally, EBD will cover information about NYBEAS transaction processing and recently published EBD communications, which may interest agency benefits administrators.

You are invited to participate in one of the two sessions. Please be sure to test your current computer software ahead of the meeting date to ensure it meets the system requirements for webinar access. This test can be done when you receive your registration confirmation email, or by accessing the following link;  
<https://www.webex.com/test-meeting.html>.

There is a limit to the number of registrants allowed per session. If more than one person in your agency wishes to participate, we ask that you coordinate with staff within your agency to arrange for only one registrant. The Webinar is being recorded for future playback. If the sessions fill up and you are unable to register, you will have the option to view a recorded session. We will send a NYBEAS system announcement when the session is available to view.

To register for a session, click on the link below corresponding to the session that you wish to attend. Complete the required information and click 'register'. Once you are registered, you will receive an email confirming registration of the Web Seminar, therefore please ensure your email is correct. In your confirmation email you will also

be provided with the option to test your system. To test your system requirements, click on the 'TEST' link to confirm that you're able to access the meeting.

Enclosed is a system requirement list titled 'CISCO WEBEX WEB CONFERENCING'. Please review to make sure your system meets the requirements. If you experience technical difficulty, or are unable to install required software to allow you to test your system, we suggest you first contact your computer system administrator. If your computer system administrator is unable to resolve, you should call 1-866-229-3239, which can be found when accessing the above link. If this still does not resolve the problem, you may call the PA PE help line at 518-474-2780.

Do not wait until the meeting date to test your system. You may find that your system does not meet the requirements and be unable to register for the meeting.

**Tuesday, October 18th –11:30 a.m. to 1:00 p.m.**

Registration Address for Attendees:

<https://suny.webex.com/suny/onstage/g.php?MTID=e3a70a72ff4ae917c4a76b540cce5f0c6>

Dial-In number and conference code 855-830-3230, 851 320 6492

Event Number; 646 835 181

**Monday, October 24th – 1:00 p.m. to 2:30 p.m.**

Registration Address for Attendees:

<https://suny.webex.com/suny/onstage/g.php?MTID=e1b87b74ba68819604c7fea9182c730b5>

Dial-In number and conference code 855-830-3230, 851 320 6492

Event Number; 648 483 549

Enclosure