



PE 17-17

To: Participating Employer Health Benefits Administrators
From: The Employee Benefits Division (EBD)
Subject: 2017 NYSHIP Webinar Session for Participating Employers
Date: October 4, 2017

The Employee Benefits Division (EBD) is pleased to announce that the 2017 Webinar Session for Participating Employers will be held on Thursday November 2, 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 2018 Empire Plan premium rates and 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.

Thursday, November 2, 1:00 - 2:30

Registration Address for Attendees:

<https://suny.webex.com/suny/onstage/g.php?MTID=e0375b0ebbf52b4b289f5581211dc400>

Dial-In number and conference code 1-240-454-0879

Event Number; 643 005 886

Enclosure