



## Department of Civil Service

ANDREW M. CUOMO  
Governor  
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Commissioner

PA 20-23  
PAEX 20-21

To: Participating Agency Health Benefits Administrators  
From: James DeWan, Director of the Employee Benefits Division  
Subject: 2020 Annual NYSHIP Participating Agency Webinars  
Date: November 13, 2020

We are pleased to announce that the 2020 Annual Participating Agency Webinars will be held Tuesday, December 1, from 1:30 p.m. to 3:00 p.m. and Wednesday, December 2, from 10:00 a.m. to 11:30 a.m. The Employee Benefits Division will present information on New York State Health Insurance Program (NYSHIP) updates related to policies, Health Benefits Administrators' (HBAs') responsibilities, premium projections, and benefit changes. The information presented will be the same for each session.

This year, it will be **mandatory** for all Participating Agency (PA) HBA's to either attend a live 2020 Annual NYSHIP Participating Agency Webinar or to watch a recording of one of the webinars.

There is a limit to the number of registrants allowed. If more than one person in your agency wishes to participate in the live webinar, we ask that you coordinate with staff within your agency to arrange for a maximum of three registrants. If the session fills up and you are unable to register, you must view the recorded session. We will send out an HBA Memo once the recorded webinar session is available for you to view on HBA Online.

To register for one of the live webinars, click on the registration link below for 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 webinar, therefore please ensure your email is correct.

We recommend that you test your system prior to the session to be sure your current computer software supports the webinar. This test can be done by accessing the following link; <https://www.webex.com/test-meeting.html>. 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.

Registration Links:

[Tuesday, December 1, 1:30 p.m. to 3:00 p.m.](#)

[Wednesday, December 2, 10:00 a.m. to 11:30 a.m.](#)