

## SPECIAL POINTS OF IN- TEREST:

- **Benefits Fair** November 7th **Multi Purpose Rm Jack Wilson Bldg**
- **FEHB, FSA and FEDVIP Open Season** Nov 13th—Dec 11th

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## Benefits Open Season

Open Season for the Federal Employees Health Benefits (FEHB), Federal Employees Dental and Vision Plans (FEDVIP) and the Flexible Spending Accounts (FSA) will begin November 13th and run thru December 11th.

During this open season, employees will have an opportunity to enroll in FEHB or change FEHB plans. Employees will also have an opportunity to enroll or re-enroll in FSA.

New to this open season is the Federal Employees Dental and Vision Plans. Employees will have an opportunity to enroll in these new dental and vision programs. These OPM approved dental and vision plans are pre-taxed, just like the health benefit program.

To learn more about the health, dental, vision and FSA programs, employees are encouraged to attend the Health Benefits Fair which will be held on November



7th from 10:00 a.m. to 2:00 p.m. in the multi-purpose room in the Jack Wilson Building. Vendors from Blue Cross/Blue Shield, GEHA, VSP and Mail Handlers

will be on hand to answer questions. We also will have information on all the new dental and vision plans, as well as FSA.

Enrollment for FEHB **can** be completed thru employee express

[www.employeeexpress.gov](http://www.employeeexpress.gov) or by submitting a SF2809 to our HR office.

Enrollment for the new OPM dental and vision plans **must** be completed thru the BENEFEDS portal.

[www.benefeds.com](http://www.benefeds.com)

Enrollment for FSA **must** be completed thru the FSA website.

[www.fsafeds.com](http://www.fsafeds.com)

Remember, Benefits Open Season is Nov 13—Dec 11, 2006

## Thrift Savings Plan (TSP)

Employees are reminded that there are no Open Seasons for the Thrift Savings Plan (TSP). Employees can increase, decrease, start and stop their contributions at any time. Employee contributions are also not subject to a percentage limit. Contributions are only limited to the re-

strictions imposed by the IRS. For 2007, the IRS limit is \$15,500. Employee contributions can not exceed this limit. Employees need to be conscious of this when choosing their elections.

The TSP catch-up limit for 2007

is \$5,000. Eligible employees must make new elections each calendar year.

For additional information on TSP, employees can visit the following website

[www.tsp.gov](http://www.tsp.gov)

## FEDVIP

The Federal Employee Dental and Vision Supplemental plans are new benefits offered to employees. There is no government contribution for these plans and premiums withheld are pre-taxed.

The following is a list of the Dental providers

- Aetna  
[www.aetnafeds.com](http://www.aetnafeds.com)
- GEHA  
[www.gehadental.com](http://www.gehadental.com)
- Met Life

[www.federaldental.metlife.com](http://www.federaldental.metlife.com)

- United Concordia  
[www.uccifedvip.com](http://www.uccifedvip.com)

The following is a list of Vision providers

- Blue Cross/Blue Shield  
[www.fepblue.org](http://www.fepblue.org)
- Spectera  
[www.spectera.com/myfedvision](http://www.spectera.com/myfedvision)
- Vision Service Plan (VSP)  
[www.choosevsp.com](http://www.choosevsp.com)

Each of these providers have detailed information on their websites regarding the dental and vision plans they offer. We will also have this information on hand at the Health Benefits Fair on November 7th.

Enrollment for these programs must be made at the website below and will not begin until November 13th  
[www.benefeds.com](http://www.benefeds.com)



### Federal Holidays

*HR will be closed for the following federal holidays:*

*Nov 10th Veterans Day*

*Nov 23rd Thanksgiving Day*

## FSA

The Flexible Spending Account (FSA) is a program that allows employees to set aside pre-taxed funds to pay for common out of pocket health and dependent care expenses.

By enrolling in FSA, employees can typically reduce their taxes by 20-40%.

There are three options employees can enroll in for FSA.

Health Care Flexible Spending Accounts (HCFSAs) allows employees to set aside pre-taxed funds for eligible health care expenses.

Limited Expense HCFSAs (LEX FSA) is similar to the HCFSAs but is only available to employees who are enrolled in a high deductible health plan.

Dependant Care Flexible Spending Accounts (DCFSA)

allows employees to set aside pretaxed funds for eligible dependant care expenses.

Employees interested in enrolling in one of these FSA plans can enroll beginning Nov 13th. Employees currently participating must re-enroll each year to participate. Enrollments DO NOT carry forward from year to year.

[www.fsafeds.com](http://www.fsafeds.com)

## FY06 Final Employee Performance Appraisal's

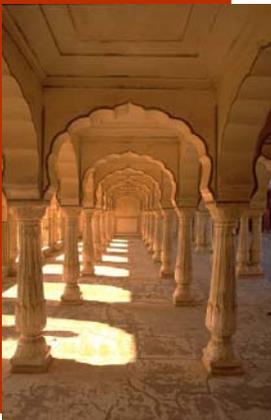
**Attn Supervisors:** The performance appraisal cycle for fiscal year 2006 ended on September 30, 2006. Supervisors must submit the DI-3100 - Employee Performance Appraisal Plan form, documenting employee performance, to Human Resources no later than **November 13, 2006**.

NOTE: To be eligible for a

summary rating, an employee must have worked under an established performance plan for at least 90 calendar days. Any employee who did not have a performance plan established for at least 90 calendar days should have their rating period extended.

Additionally, all **performance related awards** must be

submitted to Human Resources no later than **November 13, 2006**. Keeping in mind that only employees who receive level 4 or 5 ratings can receive a performance award, and an employee must receive a level 5 to get a Quality Step Increase (QSI). For questions please contact Sheri Kososik at x5527.





Bureau of Land  
Management

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**Suzanne Rebish HR Specialist (Retirement) X5388**

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**Angela Tallant HR Assistant (FA300, NPS) X5346**

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We're on the web!  
<http://www.fire.blm.gov/hr/index.htm>

## Guidance Resources On-line (EAP)

Guidance Resources On-line is a free employee assistance resource. On this website, employees are able to find information on

- Health and Wellness
- Family and Relationships
- Work and Education
- Money and Investments
- Law and Regulations
- Consumer and leisure
- Home and Auto

Employees also can email or call a Guidance Expert with questions they may have.

To check out the articles and news on the Guidance Resources website, log on to:

[www.guidanceresources.com](http://www.guidanceresources.com)

Click on "First Time User" and create your userid and password

(Company/Organization ID is: FEDSOURCE)



### Training Calendar

Retirement Seminar  
January 24 & 25

Pathways  
February 12-16

1st Forty Supervisory Training  
March 12-16