

Important COVID-19 City of Milwaukee FSA Updates

Due to the COVID-19 pandemic, participants may elect to make changes to FSA Dependent Care and Parking based on changes to dependent care and parking circumstances. In addition, FSA Healthcare changes made through recent legislation allow participants to make an election change. See below for additional information:

Healthcare FSA:

- Over-the-counter medications and menstrual products are now reimbursable through the Healthcare FSA retro to January 1, 2020. Additional details on this update will be provided as they are available.
- Employees may enroll in the Healthcare FSA even if they previously waived coverage in 2020
- Employees may increase or decrease their Healthcare FSA contribution.
- Employees wanting to decrease their Healthcare FSA funds are able to reduce to the amount already contributed in their flexible spending account or to the amount that has already been reimbursed, whichever is greater. Increases to flexible spending accounts will only cover expenses incurred on/after the date the contribution was increased.
- Employees are able to rollover up to \$500 of unused 2020 Healthcare FSA funds to 2021

Dependent Care FSA:

- Employees that no longer need daycare, after school care or had other changes impacting expected childcare expenditures are eligible to **change their FSA election/contribution amount or unenroll immediately**
- Employees that stop their contributions may re-enroll in FSA Dependent Care at a later date

Parking FSA:

- Employees that no longer need parking funds may cancel their Parking FSA
- Employees may re-enroll in the Parking FSA later in the year when their parking needs change

How to Change Dependent Care and Parking FSA Contributions:

Employees should email tbiern@milwaukee.gov AND DERbenefits@milwaukee.gov. When emailing be sure to include the following:

- Employee Name
- Employee ID
- Directions on what specifically needs to be changed or cancelled. For example, please cancel my FSA Dependent Care and/or Parking account.

Employees that would like to re-enroll or change their Dependent Care or Parking FSA contributions at a later date will need to reach out to DER Benefits at 414-286-8111.

How to Enroll or Change Your Healthcare FSA Contributions:

- Request an enrollment form by emailing tbiern@milwaukee.gov
- Include the Employee Name and Employee ID
- Language in the email should include the change you would like to make to your Healthcare FSA, such as increasing or decreasing your contribution

Employees that would like to change their Healthcare FSA at a later date will need an IRS eligible status change to do so and will need to contact DER Benefits at 414-286-8111.