



THE STATE OF FLORIDA
JUSTICE ADMINISTRATIVE COMMISSION

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MEMORANDUM HR11-2026

To: Agency Administrators
From: Andy Snuggs, Director of Human Resources
Subject: Open Enrollment for the 2027 Plan Year
Date: September 25, 2026

Annual Open Enrollment for Benefits is coming soon! Enrollment will open at 8:00 a.m. ET on Monday, October 12, 2026, and will close at 6:00 p.m. ET on Friday, October 30, 2026.

Before Open Enrollment begins, please remind your employees to verify that their mailing address and email address in People First are up to date. Any necessary updates should be made by September 30, 2026, to ensure that they receive important information about benefits and Open Enrollment materials.

Attached, you will find the following resources:

- **2027 Benefits Guide**
- **2027 Benefits Fair Schedule**

As a reminder, all People First users are required to use Multi-Factor Authentication (MFA) to access their accounts. Please ensure compliance for a smooth enrollment experience!

If you have any questions, please email benefits@justiceadmin.org.

Attachments:
2027 Benefits Guide
2027 Benefits Fair Schedule