

Island Flex

Flexible Spending Accounts Program

Open Enrollment Dates: March 1 - April 30, 2025

What is it?

Island Flex is a flexible spending accounts benefit program that was implemented in July of 2000. With Island Flex, you will be able to pay eligible out-of-pocket medical, dental, drug and vision expenses, as well as dependent care expenses, such as preschool tuition and adult day care expenses, with BEFORE-TAX dollars. That means you do not pay Federal, State or Social Security taxes on those monies. This results in more take-home pay for you!

Who's eligible to enroll?

Employees of the Executive, Judicial, and Legislative Branches, OHA and HHSC, who are members of the Employees' Retirement System are eligible.

How do I get more information?

Be sure to attend one of the workshops or view one of the webinars being conducted during the open enrollment period from March 1, 2025 to April 30, 2025. See Workshop Schedule below.

If I'm currently participating in Island Flex, do I need to re-enroll?

Yes, you must submit a new enrollment form during the open enrollment period to designate the amount you would like to contribute for the new plan year. Otherwise, your participation in the plan year will end on June 30, 2025.

If I still have funds left in my Medical Spending Account and do not wish to add any new money to my account, do I need to re-enroll?

No, you do not need to re-enroll in the Plan if you only wish to use the funds remaining in your medical spending account, up to the maximum \$550 limit, that will be automatically rolled over to the new plan year. However, if you would like to make contributions during the 2025-2026 plan year, you must submit a new enrollment form during the open enrollment period indicating how much you would like to contribute for the new plan year. If you only have rollover funds and not contributing, the monthly administration fee will be deducted from the rollover balance instead of your paycheck.

Workshop Schedule

OAHU

Date	Location	Time
March 4, Tues	State Office Tower, 235 S. Beretania St. #204	8:30am, 10:00am
March 5, Wed	Keelikolani Bldg., 830 Punchbowl St., Kekumu Rm 110	8:30am, 10:00am, 1:30pm
March 6, Thurs	Kalanimoku Building, 1151 Punchbowl St, #322B	8:30am, 10:00am
March 7, Fri	Department of Health, 1250 Punchbowl St., Kinau Hale Board Room	8:30am, 10:00am
March 14, Fri	Supreme Court, Ali'ilani Hale, 417 S. King St., 2nd Floor Conference Room	8:30am, 10:00am
March 17, Mon	King Intermediate School, Cafeteria	8:30am, 10:00am
March 19, Wed	Leeward Community College #GT-105	8:30am, 10:00am, 1:30pm
March 20, Thurs	Honolulu Community College, Bldg. 27, Room 111/116	8:30am, 10:00am
March 21, Fri	University of Hawaii, Manoa Campus, Kuykendall Hall 101	8:30am, 10:00am, 1:30pm
March 24, Mon	Kapolei, Kakuhihewa Bldg., 601 Kamokila Blvd., Conference Room 577A/577B	8:30am, 10:00am
April 2, Wed	Keelikolani Bldg., 830 Punchbowl St., Kekumu Rm 110	8:30am, 10:00am
April 10, Thurs	Kapolei, Kakuhihewa Bldg., 601 Kamokila Blvd., Conference Room 577A/577B	8:30am, 10:00am, 1:30pm
April 14, Mon	Kalanimoku Building, 1151 Punchbowl St. #322	8:30am, 10:00am, 1:30pm
April 15, Tue	State Office Tower, 235 S. Beretania St. #204	8:30am, 10:00am, 1:30pm

MAUI

Date	Location	Time
April 8, Tues	Wailuku State Office Building, 54 South High Street, Conference Room B	8:30am, 10:00am

KAUAI

Date	Location	Time
April 4, Fri	Lihue State Office Building, 3060 Eiwa Street, Conference Room B & C (2nd floor)	8:30am, 10:00am

BIG ISLAND

Date	Location	Time
March 13, Thurs	Natural Energy Laboratory (NELHA), Hale Iako Bldg Conference Room 208	8:30am, 10:00am
March 18, Tues	University of Hawaii, Hilo Campus #UCB-127	8:30am, 10:00am

Webinar Sessions

Instructions found at: www.nbsbenefits.com/islandflex

Date	Time
March 3, Mon	10:00am, 1:00pm
March 11, Tues	8:30am, 3:00pm
March 27, Thurs	8:30am, 12:00pm
March 31, Mon	10:00am, 3:00pm
April 9, Wed	8:30am, 10:00am

Date	Time
April 11, Fri	3:00pm
April 17, Thurs	10:00am
April 21, Mon	8:30am
April 23, Wed	3:00pm
April 25, Fri	8:30am, 1:00pm

State employees are allowed to use up to 1-1/2 hours of work time (this includes travel time) to attend an Island Flex workshop, or 1 hour to view a webinar. Sessions are approximately 45 minutes to 1 hour long. Dates and times may be subject to change on short notice.

TO DOWNLOAD ENROLLMENT FORMS OR TO JOIN ONE OF THE SCHEDULED WEBINARS, VISIT www.nbsbenefits.com/islandflex

ENROLLMENT FORMS MUST BE POSTMARKED NO LATER THAN APRIL 30, 2025

NOTE: If you need any auxiliary aids or services (sign language interpreters, large print, etc.), contact National Benefit Services, LLC at 808-465-2284 at least seven days prior to the workshop you plan on attending. Neighbor islands may call toll-free at 855-399-3035.

Sponsored by the State of Hawaii, Department of Human Resources Development.

Please Post

