



THE STATE OF FLORIDA
JUSTICE ADMINISTRATIVE COMMISSION

227 North Bronough Street, Suite 2100
Tallahassee, Florida 32301



Alton L. "Rip" Colvin, Jr.
Executive Director

(850) 488-2415
FAX (850) 488-8944

www.justiceadmin.org

COMMISSIONERS

Diamond R. Litty, Chair
Public Defender, 19th Circuit
Kathleen A. Smith
Public Defender, 20th Circuit
Brian Haas
State Attorney, 10th Circuit
Jack Campbell
State Attorney, 2nd Circuit

MEMORANDUM HR26-2020

TO: Agency Administrators
FROM: Carolyn Horwich, Esq., Director of Human Resources
THROUGH: Rip Colvin, Executive Director
SUBJECT: Group Term Life Insurance
DATE: October 16, 2020

The Hartford
Group Term Life Insurance



OPEN ENROLLMENT
November 1 – November 30, 2020
(effective coverage date January 1, 2021)

Beginning November 1, all active full-time employees in participating agencies will have the opportunity to enroll in **The Hartford Group Term Life Insurance** plan offered through the convenience of payroll deduction.

Group Term Life - Deduction Code 0208

Group Term Life Insurance is also available for your spouse and unmarried dependent children.

Please take a moment to review [The Hartford Group Term Life Insurance Brochure](#) for a full outline of the benefits available to you. Complete the Enrollment Form and return it by mail, fax, or email to:



Capital Insurance Agency, Inc.
P.O. Box 15949 Tallahassee, Florida 32317
Attn: Group Benefits Department
Fax: (850) 386-7116
Email: groupdepartment@capitalins.com

If you have any questions, please [contact your local representative](#) or Capital Insurance Agency's Home Office at 1-800-780-3100.

- * ***This plan is not available to OPS employees. If you are currently participating in the program, you are not required to re-enroll; your coverage will continue automatically.***
- * ***Please note that these benefits are Post-Tax and are separate from the state-sponsored Pre-Tax open enrollment period. Please direct all questions and submit enrollment forms as indicated above, not to the People First Service Center.***