Hillsboro School District
BUSINESS OFFICE

3083 NE 49TH PL, #104
HILLSBORO, OR 97124-6009
TEL: 503-844-1500
FAX: 503-844-1551
WEB: www.hsd.k12.or.us

March 21, 2013

«AddressBlock»

«GreetingLine»

The payment administrator for your retiree benefits is changing for your April 1, 2013 premium. The Oregon Educator Benefits Board (OEBB) has adopted a proposal to administer billing and payment collection of early retiree benefits and the District is excited to participate in this program. OEBB is providing this service without a fee providing a savings to our retirees.

What this means for you:

- Direct automatic account withdrawal payment to OEBB
- No monthly service fee
- Open Enrollment assistance through HSD benefits office or https://myoebb.org/oebb/!pb.main
- Questions, help, direct access for benefits and account information through OEBB and the HSD Benefits Office
- Qualified Status Changes administered by OEBB

The last payment to BenefitHelp Solutions will be for your March, 2013, benefits with the April, 2013, payment to OEBB. Payments to OEBB will be through automatic account withdrawal only. ***Your current plan selections will not change.***

What you need to do:

- Read the enclosed welcome letter from OEBB
- Fill-out the enclosed ACH Debit Authorization form, sign, attach a voided check,
- and ***mail by February 28, 2013***, to: **OEBB, 1225 Ferry St. SE, Salem, OR 97301**
- Contact BenefitHelp Solutions to verify March premium will be last payment

If the ACH Debit Authorization form is not received by OEBB your benefits will only continue through March 31, 2013.

If you have any questions or concerns, please contact the Benefits Office at (503) 844-1518 or hsdbenefits@hsd.k12.or.us.

Sincerely,

Lori Newsome

Lori Newsome
Employee Benefits Supervisor

Enclosures: OEBB Welcome Letter and ACH Debit Authorization Form

c: Benefits

SAMPLE