

AG Email Addresses to be Deactivated

The following email addresses will be deactivated on January 1, 2021.

- ag1@uwsa.edu
- ag2@uwsa.edu
- ag3@uwsa.edu

When reaching out to Service Operations Support, please use the following email address: serviceoperations@uwss.wisconsin.edu or use [our web form](#)

December Payroll Exceptions – HSA/Opt Out

- **All** A and B payrolls for biweekly paid employees include:
 - Health Savings Account employer contribution and
 - Health opt-out incentive
- Neither of the above are included on C payrolls.
- There are a total of **25** A and B payrolls in the 2020 calendar year (see [2020 Pay Schedule](#)).
- The maximum HSA employer contribution for 2020 is \$750 for single coverage and \$1,500 for family.
- Health Opt-Out Incentive for 2020 is \$2,000.

December Payroll Exceptions – HSA/Opt Out

- Employees eligible for the HSA employer contribution will receive their final 2020 employer contribution on their 12A paycheck; therefore, there will **not** be an HSA employer contribution on their 12B paycheck.
- HSA employee contributions not affected, will appear on 12B paycheck.
- Resource: [Maximum Contribution Cheat Sheet](#)
- Similarly, employees eligible for the health opt-out incentive will receive their final 2020 incentive on their 12A paycheck; therefore, there will **not** be an incentive on their 12B paycheck.

Employee Assistance Program (EAP) Vendor Change January 1, 2021

- The State of Wisconsin Executive Order #26 requires the establishment of an EAP by every State agency and UW System institution.
- All employees on the State's payroll system, and members of their household, are eligible for the EAP.
- Currently, **FEI** provides EAP services to State employees and most UW System institutions*
- On January 1, 2021, **Kepro** will administer EAP services for all State agencies and most UW System institutions*

**excludes UW-Madison and UW-Superior*

Employee Assistance Program (EAP) Vendor Change January 1, 2021

- Kepro will provide six counseling sessions per person, per issue per year (same as FEI).
- Through the transition, UW System HR will work closely with the institution EAP Coordinators, the Department of Administration, FEI and Kepro.
- **FEI:** Will notify employees who are in the middle of their six counseling sessions of this change and to contact Kepro directly to continue their sessions.
- **FEI:** Has notified their network providers of this change.

Employee Assistance Program (EAP) Vendor Change January 1, 2021

- **UW System HR:** Will send an email to EAP Coordinators and Benefit Administrators early December with information on how to request training and hard copy materials.
- **UW System HR:** Will publish a portal article and send an email to employees the week of December 28th notifying them of the change and how to initiate services on/after January 1st.
- **UW System HR:** Will publish electronic Kepro materials (brochure, monthly webinar topics/schedule, etc.) to the [EAP webpage](#) late December.

Employee Assistance Program (EAP) Vendor Change January 1, 2021

- **Institutions:** Respond to the email from UW System HR with training and hard copy material requests.
- **Institutions:** Update your EAP webpage(s) and any hard copy/electronic materials late December or early January.
- **Note:** Please refrain from communicating information to employees prior to late December. Since the contract with Kepro is not effective until January 1, 2021, it is important employees do not contact Kepro before then.
- Contact uwshr@uwsa.edu with questions.