



Dear Dixie Associate,

The purpose of this correspondence is to provide you with specific information related to The Dixie Group Benefit Plans and changes taking effect January 1, 2020. Additionally, this letter serves as the official reminder of the Benefits Open Enrollment period which runs this year from October 17 – November 15.

In preparation for open enrollment, Human Resources is hosting a Wellness Expo on Thursday, October 17, 2019 from 11:30 a.m. to 1:30 p.m. in the cafeteria. HR staff will be available to share open enrollment changes, and vendors will be available to answer your questions. Not only will you have the opportunity to get lots of valuable information, but you will also be able to take advantage of many **free** health screenings and massages. **There will be lots of door prizes and giveaways!**

While Open Enrollment is passive this year – meaning you will automatically default to your current benefits if you do not make any changes, we recommend you take this time to review your current elections and learn more about Open Enrollment choices that become effective January 1, 2020. **Please note your HSA contribution election will not automatically renew for 2020. You must re-enroll/make a new contribution election in the HSA account to participate in plan year 2020.**

As part of our open enrollment, benefits information is available on the intranet portal and Human Resources website, where it's accessible and easy to navigate. For those with VPN access, the intranet has been set as your web default page when you select Internet Explorer. You may also visit the following links, <http://mydixie> or [www.thedixiegroup.com](http://www.thedixiegroup.com) to access all of the necessary resources you need to make the best choices for your 2020 benefits. From the main menu select Human Resources, and then click Open Enrollment.

You can view the Open Enrollment website to:

- View calendar of events
- Read the Summary of Benefits and Coverage
- View the Open Enrollment presentation
- And more!

Note you will need to enter the following username (DixieGroup#1) and password (Dixie123Group) to view Open Enrollment for 2020 benefits directly from the Dixie website.

While much is changing around us in the world of healthcare, we are very fortunate to find ourselves in the position that Dixie's insurance plans and premiums will not change for 2020. There will be no changes to deductibles for any of our plans. We have developed our benefit options with a goal of providing high quality healthcare plans for you, while managing healthcare

costs. While the cost of health care is continually on the rise, we've worked hard to offer affordable plan options that provide high quality coverage for you and your family.

To give you more choice in medical plans, we will continue to offer three PPO medical options for 2020. The Dixie Group strives to look for ways to add value to our benefits package and give associates choices that fit their lifestyle and budget.

The Health & Savings PPO plan offers lower premiums, same network of providers, negotiated discounts, and affordable plan options for you and your family.

The Health & Savings PPO plan has lower premiums and a lower out-of-pocket maximum, but you have a higher deductible. You can open a Health Savings Account (HSA) to use for qualified healthcare expenses, including your deductible and copays.

### **Summary Plan Highlights for 2020**

- ✓ No change in medical, dental or vision premiums
- ✓ No change to deductibles for medical services
- ✓ No change to copays for pharmacy
- ✓ Moving dental coverage to Delta Dental
  - No change in copays, premiums or deductibles for the dental plan.
  - Larger network – less balance billing
  - Plan design remains the same

### **Health Savings Account (HSA)**

- Dixie will continue to provide Employer Contributions to help off-set deductible on behalf of the associates who elect the Health & Savings Plan.
- HSA Company Basic Contributions
  - Individual only Company Basic Contribution \$250
  - Associate + Spouse and/or Child(ren) Company Basic Contribution \$400
  - Family Basic Company Contribution \$650
- Dixie matches \$1 for \$1 of associate savings up to a maximum amount.
  - HSA Company Matching Contributions
    - Associate only Company Match \$250 maximum
    - Associate + Spouse or Child(ren) Company Match \$400 maximum
    - Family Company Match \$650 maximum

**Note: 50% of the Company's Basic contribution will be deposited in January. The remainder (50%) of the Basic contribution will be deposited in July. The Company Matching Contributions will be deposited in three (3) installments, April, August and November 2020.**

As a reminder, the Health Savings Account rolls over—you keep the money in your Health Savings Account at the end of the year. Because the money is taken out of your paycheck before taxes are calculated, you save about 30 percent of every dollar you put in the account. The IRS establishes limits for the amount that can be contributed each year to an HSA. For 2020, the limits are \$3,550 for individual coverage and \$7,100 self + 1 or more covered dependents (employer + employee contributions). Eligible account holders age 55 and older may contribute an additional

\$1,000. Any HSA funds used for ineligible expenses are subject to income tax and a 20% IRS tax penalty.

The Blue Secure PPO plan has the highest premiums, but you pay less for co-pays at the doctor's office and pharmacy than the Health & Savings PPO plan and less in coinsurance than the Health & Savings PPO plan and Minimum Value Plan. The Minimum Value Plan has lower premiums than the new Health and Savings PPO plan, but you pay more at the doctor's office and pharmacy.

### **Vision Insurance**

- No change in copays, premiums or deductibles for the vision plan.

### **Teledoc Health Services**

- Teledoc health services provides general consultations for all PPO plans (not applicable to HMO plan).
  - o Teledoc health services is a benefit available to medical plan participants
  - o Participants and covered dependents seeking non-urgent care on demand can connect with board-certified doctors 24 hours a day using their phone, tablet or computer
  - o \$40 copayment per visit
  - o Participants can pay with their HSA (health savings account) card, credit card, prepaid debit card or PayPal

Open Enrollment is the period when eligible associates may enroll, terminate or change their benefit elections. Your coverage goes into effect January 1, unless otherwise indicated. **You will not be able to make changes to your benefit choices after the open enrollment period, unless you experience a change in family circumstance or experience a life event** such as marriage, divorce, legal separation, gain or loss of an eligible dependent, change in employment or change in spouse's benefit coverage. Even if you experience such a qualifying change in status during the year, you must submit your enrollment changes within 30 days of the event to make a change in coverage.

Outside a change in family circumstances, associates will be unable to elect benefits after the enrollment period deadline of **November 15**. This is an IRS regulation, and it applies to healthcare, dental and vision coverage. However, these government guidelines do not apply to your health savings account, so you may make changes to the amount you are deferring to your HSA during the year by contacting your local Human Resources department.

### **Important Reminders**

Working Spouse Rule – Dixie's medical plan has a provision regarding benefits eligible Dixie associate may only cover a spouse as a dependent, if the spouse does not have medical plan coverage offered with their employer. If your spouse is offered health insurance through his or her employer, you may not cover him or her on the Dixie group health insurance plan. You will be required to certify dependents eligibility for benefits enrollment or benefits will not be approved. Please forward supporting documentation to your local Human Resources department.

### **2020 Open Enrollment Benefits Packet**

This packet of Benefits provided to you by your human resources department contains extremely important information that should provide you with the necessary guidance in making the best

benefit decisions and elections for benefit coverage for you and your family. Please take the time to review the contents of this packet. Additionally, a Human Resources representative is an email or phone call away to answer any of your Benefits questions.

Notices about your Associate Rights included in the attached enrollment packet and are also available on our website. We are required to share the following legal documents, which you will find on the Benefits website:

- Notice of Your HIPPA Special Enrollment Rights
- Notice of Compliance with the Women's Health and Cancer Rights Act
- Notice of Your COBRA rights
- Notice of the Availability of our HIPPA Privacy Policy
- Medicare Part D Notices
- Newborns-Mothers Health Protection Act Notice

As a reminder, to provide you with additional information and to offer assistance with this year's Open Enrollment, numerous educational events have been planned. Please review the attached packet of Benefits and visit the Open Enrollment website to learn more about your 2020 Dixie Benefit Plan choices.

### **Open Enrollment Educational Sessions**

Join Human Resources for an Open Enrollment session for 2020 benefits. The educational session will cover what is new this year and give you a chance to ask questions. The presentations will last approximately 30 minutes with an additional 30 minutes for questions. All sessions will cover the same topics, so you only need to register once.

Please refer to the attached enrollment packet for more detailed information regarding your 2020 benefits. As a reminder, if you do not complete a new enrollment form available on the HR website, your benefits will default to your 2019 elections for the current benefits plan in which you are already enrolled. **Please note your HSA contribution election will not automatically renew for 2020. You must re-enroll/make a new election in the HSA account to participate in plan year 2020.**

If you have any questions or concerns, please contact your Human Resources department, or call Tonya Greeson, at 706.876.5808 or Jeff Laseter, at 706.876.5806.

Thank you,

*Derek Davis*

Derek Davis  
Vice President, Human Resources