*From time to time really exciting things happen at CPAESS and we will be sending you news splashes to keep you up to date!*

Dear CPAESS Staff,

As a continuation of yesterday's Splash on HR issues, below are links to the virtual meetings for non-Boulder staff concerning Open Enrollment. This year Open Enrollment begins on Monday, November 4, 2019 and ends on Monday, December 2, 2019 at 5:00pm Mountain Time.

The two virtual meetings that have been arranged with UCAR HR are:

**November 11th for everyone in the D.C. area (10:30 am EST/8:30 MT)**
Join Hangouts Meet          meet.google.com/awo-insq-hdf
Join by phone          +1 413-268-4259 (PIN: 650804)

**November 19th (12:00pm EST/10:00 MT)**
**For everyone else outside of Boulder and D.C.**
Join Hangouts Meet          meet.google.com/yvw-sjug-bhb
Join by phone          +1 260-440-2688 (PIN: 853940)

Attached is a pdf of step by step instructions regarding Open Enrollment in Workday. If you have questions concerning Open Enrollment please contact Dana Rosebrook, danar@ucar.edu, 303-497-8726. Dana will be sharing calendar invites to these meetings with you shortly.

Thanks very much!

***Add attachment***