August 12, 2019

Dear TASC Participant,

This letter is to inform you of important changes coming to your pre-tax account(s). You are receiving this letter because you are a participant in one of the following pre-tax accounts: Health Care Flexible Spending Account (FSA)/Limited Purpose FSA, Dependent Day Care FSA, Transit & Parking, and/or Health Savings Account.

These accounts will transition to a new administrator beginning January 1, 2020; TASC will no longer be the Department of Employee Trust Fund’s (ETF’s) third-party administrator for these benefit programs for the 2020 Plan Year.

Health Care FSA/Limited Purpose FSA

- You may want to consider spending down your account as much as possible in 2019.
- **Any remaining 2019 balances (up to $500) will be carried over in April 2020 and available with the new vendor after May 1, 2020.** No action is required to transfer carryover funds to the new administrator.
- You must provide required documentation for all 2019 claims by December 31, 2019 to avoid possible payroll withholding during the runout period (January 1, 2020 - March 31, 2020).
- Any outstanding 2019 claims must be documented during the runout period ending March 31, 2020. Outstanding claims after the runout period will be moved into a business debt collection process through ETF collections. Participants can provide substantiation through the runout period using TASC’s [plan correction form](#).
- TASC debit cards will be active through December 31, 2019. Effective January 1, 2020, TASC Debit Cards will be deactivated for these benefits and no longer can be used. They will be denied at merchant locations. After the card is deactivated, 2019 claims may be submitted to TASC via the web portal or on paper during the runout period.

Dependent Day Care FSA

- You must spend down your account in 2019.
- **Any outstanding 2019 claims are required to have requested documentation submitted during the runout period that ends March 31, 2020.** Any remaining 2019 balances, after the runout has ended, will be forfeited.
- TASC debit cards will be active through December 31, 2019. Effective January 1, 2020, TASC Debit Cards will be deactivated for these benefits and no longer can be used. They will be denied at merchant locations. After the card is deactivated, 2019 claims may be submitted to TASC via the web portal or on paper during the runout period.

Transit and Parking

- You may want to consider spending down your account(s) as much as possible in 2019.
- **Any remaining 2019 balances will be carried over in April 2020 and available with the new vendor after May 1, 2020.** No action is required to transfer carryover funds to the new administrator.
- Any outstanding 2019 claims are required to have requested documentation submitted during the runout period that ends March 31, 2020.
- TASC debit cards will be active through December 31, 2019. Effective January 1, 2020, TASC Debit Cards will be deactivated for these benefits. After the card is deactivated, 2019 claims may be submitted to TASC via the web portal or on paper during the runout period.
Health Savings Accounts

• You can transfer your HSA to the new vendor through an e-Consent (online) portal.
• If you want your HSA balance to remain with TASC, you must pay a monthly $3.00 administrative fee starting February 2020.
• You will receive additional information and detailed directions about your HSA balance before October’s It’s Your Choice Open Enrollment period. **Action is required if you choose to transfer your HSA from TASC to the new administrator.**

Please call TASC’s Customer Care line at toll-free number (844) 786-3947 or Madison area number (608) 316-2408 with questions. Thank you.

Sincerely,

TASC Customer Service