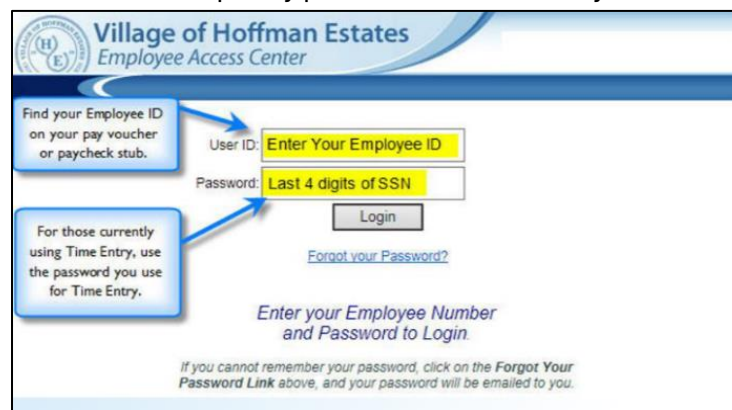


Navigating the EAC During Open Enrollment

1. Navigate to the “[Employee Access Center](#)” under “Employee Resources” on our Village website.
2. Click this image or go to: <https://plus-ol.aspgov.com/hfm/EAC51/Login.aspx>



3. Enter your user ID and password to login.
 - a. **User ID:** Your employer ID number which can be found on your pay stub.
 - b. **Password:** *First time logging in* – last 4 digits of your social security number. *Returning users that have forgotten their password* can click the “Forgot your Password?” link for a temporary password to be sent to your email address on file.



4. Upon logging in, select “Open Enrollment” from the menu.
 - a. **Tip:** Confirm your contact information, address, and dependents.

- b. **Note:** This is an “active” open enrollment, so you **must** accept or decline all benefits listed.

Benefit Type	Choice	Times Taken	Deduction Amount	Annual Deduction	Benefit Amount	Annual Benefit
IMRF NPERS LIFE PLAN	IMRF LIFE INSURANCE	24	\$0.00	\$0.00	\$0.00	\$0.00
LEGAL	None	0	\$0.00	\$0.00	\$0.00	\$0.00
FIDELITY 457 PLANS	None	0	\$0.00	\$0.00	\$0.00	\$0.00
ICMA 457 PLANS	None	0	\$0.00	\$0.00	\$0.00	\$0.00
IPPFA 457 PLANS	None	0	\$0.00	\$0.00	\$0.00	\$0.00
NATIONWIDE 457 PLANS	None	0	\$0.00	\$0.00	\$0.00	\$0.00
ICMA - ROTH PLANS	None	0	\$0.00	\$0.00	\$0.00	\$0.00
IPPFA ROTH PLAN	None	0	\$0.00	\$0.00	\$0.00	\$0.00
DIRECT START SAVINGS	None	0	\$0.00	\$0.00	\$0.00	\$0.00
HEALTH PLANS - NON-IBERS	None	0	\$0.00	\$0.00	\$0.00	\$0.00
HEALTH PLAN OPT-OUT	None	0	\$0.00	\$0.00	\$0.00	\$0.00
DENTAL PLANS	None	0	\$0.00	\$0.00	\$0.00	\$0.00
CHOICE AFTER TAX DED	None	0	\$0.00	\$0.00	\$0.00	\$0.00
FSA - MEDICAL	None	0	\$0.00	\$0.00	\$0.00	\$0.00
FSA - DEPENDENT CARE	None	0	\$0.00	\$0.00	\$0.00	\$0.00
IMRF VOLUNTARY ADD. CONTR.	IMRF VOLUNTARY ADDITIONAL CONTRIBUTION	26	10.00%		\$0.00	\$0.00
TOTALS						\$0.00

5. On the summary page, review all selections and then click “Confirm All Selections.”

Questions? Please contact the Human Resources Management department at ext. 2690 or hrm@vohe.org.