



## Legislation Details (With Text)

**File #:** Int 0265-2024 **Version:** A **Name:** Improving benefits enrollment processes for city employees.

**Type:** Introduction **Status:** Enacted

**In control:** Committee on Civil Service and Labor

**On agenda:** 2/28/2024

**Enactment date:** 1/13/2025 **Enactment #:** 2025/003

**Title:** A Local Law to amend the administrative code of the city of New York, in relation to improving benefits enrollment processes for city employees

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**Indexes:**

**Attachments:** 1. Summary of Int. No. 265-A, 2. Summary of Int. No. 265, 3. Int. No. 265, 4. February 28, 2024 - Stated Meeting Agenda, 5. Hearing Transcript - Stated Meeting 2-28-24, 6. Minutes of the Stated Meeting - February 28, 2024, 7. Committee Report 6/24/24, 8. Hearing Testimony 6/24/24, 9. Hearing Transcript 6/24/24, 10. Proposed Int. No. 265-A - 12/16/24, 11. Committee Report 12/19/24, 12. Hearing Transcript 12/19/24, 13. Committee Report - Stated Meeting, 14. December 19, 2024 - Stated Meeting Agenda, 15. Hearing Transcript - Stated Meeting 12-19-24, 16. Minutes of the Stated Meeting - December 19, 2024, 17. Int. No. 265-A (FINAL), 18. Fiscal Impact Statement - City Council, 19. Fiscal Impact Statement - OMB, 20. Mayor's Letter, 21. Local Law 3

Date	Ver.	Action By	Action	Result
2/28/2024	*	City Council	Introduced by Council	
2/28/2024	*	City Council	Referred to Comm by Council	
6/24/2024	*	Committee on Civil Service and Labor	Hearing Held by Committee	
6/24/2024	*	Committee on Civil Service and Labor	Laid Over by Committee	
12/19/2024	*	Committee on Civil Service and Labor	Hearing Held by Committee	
12/19/2024	*	Committee on Civil Service and Labor	Amendment Proposed by Comm	
12/19/2024	*	Committee on Civil Service and Labor	Amended by Committee	
12/19/2024	A	Committee on Civil Service and Labor	Approved by Committee	Pass
12/19/2024	A	City Council	Approved by Council	Pass
12/19/2024	A	City Council	Sent to Mayor by Council	
1/13/2025	A	Mayor	Hearing Held by Mayor	
1/13/2025	A	Mayor	Signed Into Law by Mayor	
1/13/2025	A	City Council	Recvd from Mayor by Council	

Int. No. 265-A

By Council Members Joseph, Louis, Restler, Won, Gutiérrez, Brannan, Borelli, Feliz, Salaam, Farías, Gennaro, Riley, Schulman, Menin, Avilés, Banks, Cabán, Sanchez, Narcisse, Hudson, Hanif, Brooks-Powers, Yeger, Ossé, Bottcher, Krishnan, Rivera, Brewer, Hanks, Marmorato, Ariola, Paladino and Mealy

A Local Law to amend the administrative code of the city of New York, in relation to improving benefits enrollment processes for city employees

Be it enacted by the Council as follows:

Section 1. Section 12-126.3 of the administrative code of the city of New York, as added by local law number 4 for the year 2000, is redesignated section 12-126.4.

§ 2. Chapter 1 of title 12 of the administrative code of the city of New York is amended by adding new sections 12-126.5 and 12-126.6 to read as follows:

§ 12-126.5 Continuation of city employee health insurance during agency transfer. Each agency shall make best efforts to expedite any administrative processes related to the provision of continuous city-administered health insurance coverage for an employee who transfers employment from one agency to a different agency.

§ 12-126.6 Communication to city employees regarding enrollment in city-administered benefits. a. Definitions. As used in this section, the following term has the following meanings:

City-administered benefits. The term “city-administered benefits” means employee benefits, including, but not limited to, health insurance; flexible spending accounts; commuter benefits; and other related supplemental benefits, such as life insurance, that are administered by the city for its employees.

Personnel services. The term “personnel services” means services related to personnel management, such as communication and guidance regarding agency policies; benefits information; and agency resources that are provided to employees.

b. Communications relating to benefits. On the date on which an employee commences employment at an agency, such agency shall provide the following information to such employee in clear and plain language:

1. Information regarding the availability of city-administered benefits;

2. Any required actions such employee must take to enroll in such city-administered benefits, including any relevant deadlines;

3. Any required actions such employee must take to maintain such city-administered benefits, to the extent such employee transfers employment from one agency to a different agency, without any interruption in service, including any relevant deadlines;

4. The names and contact information of persons at the agency where such employee commences employment who provide guidance to employees regarding accessing city-administered benefits;

5. The names and contact information of persons at the agency where such employee commences employment who provide personnel services, including the type of guidance such persons are designated to provide; and

6. To the extent such agency provides any information to such employee regarding available employee benefits that are not city-administered benefits, contact information for persons who can provide guidance to such employees regarding such benefits, to the extent such contact information is available.

c. Language accessibility. Upon request by an employee for translation of the information required pursuant to subdivision b into one of the 10 designated city languages, as defined by chapter 11 of title 23, an agency shall provide such translation to such employee.

§ 3. This local law takes effect 60 days after it becomes law.

Session 13  
RO/EA  
LS #7371  
12/11/2024 2:10pm

Session 12  
JEF  
LS #7371  
8/25/2022 12:00pm