



STATE OF MINNESOTA EMPLOYEE BENEFITS

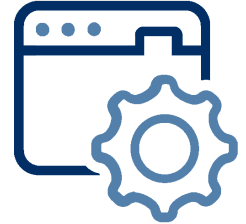
What to Know About Your Flexible Benefits and Transit Expense Plan



VISIT (AND BOOKMARK) YOUR CUSTOM SITE

Visit BenefitResource.com/state-of-minnesota to access all State of Minnesota pre-tax benefit plan materials. There, you'll find:

- How to access the online portal
- Participant Services contact information
- Plan documents
- Enrollment & change forms
- Eligible expense lists, tools & calculators
- Tips on using your Beniversal Card
- How to access & manage your account
- Reimbursement resources
- FAQs & quick answers
- ...and more!



PLANNING TO RETIRE OR GO ON A LEAVE OF ABSENCE IN 2026?

Leaves of absence and retirements affect your pre-tax benefits. For your Medical/Dental Expense Account (MDEA) to be active, you must take action before the event and also when you return from a leave. Learn how these events affect your pre-tax benefit plans. Access the Plan Summary & Unpaid Leaves of Absence FAQ available at BenefitResource.com/state-of-minnesota

SUBSTANTIATING YOUR DEBIT CARD TRANSACTIONS

Now is the time to verify your outstanding 2025 debit card transactions. Your Beniversal Card is an easy way to access MDEA and HRA funds but does not make the accounts paperless. You may be asked for additional documentation to verify that the funds were used for an eligible expense.



WHAT TO EXPECT WHEN USING YOUR BENIVERSAL CARD

Always save your itemized receipts from Beniversal Card transactions. BRI may ask you to provide additional documentation. If documentation is required, you will receive a notification within one week of the transaction by email or a mailed letter.

LEARN MORE ABOUT SUBSTANTIATION

BRI provides a variety of resources to assist you in understanding what substantiation is, why it occurs and what you need to resolve a request. View the "What is Substantiation" video or the Substantiation FAQs flyer found under the "Using your Beniversal Card" section at BenefitResource.com/state-of-minnesota.

Note: Beniversal Card charges paid in 2025 may still require documentation. Those not verified will be considered taxable income in 2026. Documentation can be submitted through the BRIWEB login or the BRIMOBILE app. Remember that your debit card may not be used for prior year expenses.



SUBMIT A CLAIM FOR REIMBURSEMENT

Eligible medical expenses not paid using the Beniversal Card and Dependent Care (day care) expenses can be submitted for reimbursement in one of three ways:

- Online at BRIWEB
- Through BRIMOBILE
- By mailing a claim form (available at BenefitResource.com/state-of-minnesota)

An itemized receipt or other supporting documentation must be included with the claim.

The filing deadline for requesting reimbursement of 2026 expenses is Sunday, February 28, 2027. You do not need to wait until the end of the year to submit expenses. Submit your claims as they happen to avoid the risk of forfeiture.



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MANAGE YOUR ACCOUNT ON BRIWEB

To set up an account, go to participant.briweb.com/login and click "Register an Account". You will need the following to complete the registration process:

- Company Code: StateofMN
- Member ID: Employee ID + last 4 digits of your SSN
- Access to a phone number or email address that you can use to register
- Your home zip code



TIPS FOR NAVIGATING THROUGH BRIWEB USING THE LEFT SIDEBAR

- **YOUR NAME:** Click to expand for additional menu options.
 - **PROFILE:** Change your password; activate your Beniversal Card or report it as lost/stolen.
 - **NOTIFICATIONS:** Sign-up for real-time text or email alerts.
 - **DIRECT DEPOSIT:** Submit your direct deposit information for claim reimbursements.
- **DASHBOARD:** The home screen gives you quick access to your Profile, Card Status, Account Overviews, and any important announcements.
- **ACCOUNT MENUS:** The accounts you are enrolled in will be listed. Click on the name of the account to view the Account Summary, Recent Transactions, and Recent Claims.
- **DOCUMENTS:** Download forms, plan documents, and other educational resources. These documents are also available at BenefitResource.com/state-of-minnesota.
- **SUBMIT CLAIMS/RECEIPTS:** Start a claim, view recent claim activity, or submit a receipt following a receipt request.

NEED ADDITIONAL HELP?

There is a "Getting Started with BRI" video at BenefitResource.com/state-of-minnesota.



DOWNLOAD THE BRIMOBILE APP

Download the BRIMOBILE app for on-the-go account access, available for both Apple and Android in your device's app store. This app provides participants with secure access to:

- Scan and search for eligible items
- View current and prior year balances
- Access recent card transactions
- Submit and view recent claims
- Upload receipts
- Sign up for text/email notifications

NOTE: You'll need to register for an account on BRIWEB to get your Login ID and Password.

CONTACT PARTICIPANT SERVICES

Participant Services is available to assist with any questions you may have via phone, email, and live chat. Both English- and Spanish-speaking representatives are available.

- (800) 300 - 1672 (M - F, 7am - 7pm (CST)) This is the designated State of Minnesota number.
- ParticipantServices@BenefitResource.com
- Live chat is available through the BRIWEB participant login