



Contra Costa County

To: Board of Supervisors
From: Sharon Offord Hymes, Risk Manager
Date: April 14, 2015

Subject: Contract Amendment for Essential Staffing

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Risk Manager to execute a contract amendment with Essential Staffing, Inc., to increase the payment limit by \$175,000 to a new payment limit of \$675,000 for workers' compensation and risk management staffing services during the term of July 1, 2014 through June 30, 2015.

FISCAL IMPACT:

The additional cost of \$175,000 will be paid through the Workers' Compensation Internal Service Fund.

BACKGROUND:

Essential Staffing, Inc., provides expert temporary staff specializing in claims processing and risk management services. Five permanent full-time positions in Risk Management are vacant. Essential Staffing has the highly experienced staff needed to process cases in a timely manner. Additional temporary staff is needed until staff can be hired to fill the five vacant permanent full-time positions.

CONSEQUENCE OF NEGATIVE ACTION:

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **04/14/2015** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Mary N. Piepho, District III Supervisor
Karen Mitchoff, District IV Supervisor

ABSENT: Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: April 14, 2015

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Chris Heck, Deputy

Contact: Sharon Hymes-Offord
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cc:

If the Board elects to not approve the proposed contract amendment, Risk Management would not have adequate staff to meet the County's needs and satisfy current regulations.