



Contra
Costa
County

To: Board of Supervisors
From: Sharon Offord Hymes, Risk Manager
Date: February 9, 2016

Subject: Amend Contract with Essential Staffing, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Risk Manager to execute a contract amendment with Essential Staffing, Inc. to allow for Liability, Loss Control, Training and Americans with Disabilities Act (ADA) staffing during the term of July 1, 2015 through June 30, 2016.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Risk Management entered into contract with Essential Staffing, Inc. to provide expert temporary staff specializing in workers' compensation claims services.

Risk Management also operates units which handle liability, loss control, employee training and ADA matters. Essential Staffing provides expert temporary staff to fill in as needed to continue with the work flow in all units of the Risk Management Division of the County Administrator's Office.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/09/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen, District II
Supervisor
Mary N. Piepho, District III
Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

ABSENT: John Gioia, District I
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: February 9, 2016

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

By: Chris Heck, Deputy

Contact: Sharon Hymes-Offord
925-335-1442

BACKGROUND: (CONT'D)

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In addition to workers' compensation, temporary staff will assist Risk Management in the other units as well as off-site training as needed. No increase in the total payment limit of the contract is required as this doesn't allow for additional temporary staff, only for additional duties of current temporary staff.

CONSEQUENCE OF NEGATIVE ACTION:

Risk Management will not be fully staffed to cover the necessary work loads in all of the units.