



Contra
Costa
County

To: Board of Supervisors
From: Sharon Offord Hymes, Risk Manager
Date: July 11, 2017

Subject: Contract Amendment for Essential Staffing, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Risk Management to execute a contract amendment with Essential Staffing, Inc., to increase the payment limit by \$65,000 to a new payment limit of \$565,000 for workers' compensation and risk management staffing services during the term of July 1, 2016 through June 30, 2017.

FISCAL IMPACT:

Additional cost of \$65,000 for workers' compensation claims administration services is funded through the Workers' Compensation Internal Service Fund.

BACKGROUND:

Essential Staffing, Inc., provides expert temporary staff specializing in claims processing and risk management services. Due to retirements and an employee on long term leave, additional temporary staff is needed to handle claims in a timely manner and avoid penalties for delayed payments due to inadequate staffing. Essential Staffing has the highly experienced staff needed to fill the vacant positions immediately.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **07/11/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
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: July 11, 2017

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

Contact: Sharon Hymes-Offord
925 335-1450

By: June McHuen, Deputy

CONSEQUENCE OF NEGATIVE ACTION:

Risk Management will not be able to efficiently process the County's claims and satisfy current regulations.