



Contra
Costa
County

To: Board of Supervisors
From: Sharon Offord Hymes, Risk Manager
Date: May 8, 2018

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 \$290,000 to a new payment limit of \$790,000 for workers' compensation and risk management staffing services during the term of July 1, 2017 through June 30, 2018.

FISCAL IMPACT:

Additional cost of \$290,000 for workers' compensation claims administration and risk management services are funded through the Internal Service Funds.

BACKGROUND:

Essential Staffing, Inc. provides expert temporary staff specializing in claims processing and risk management services. Risk Management is in the process of recruitment to fill several vacant permanent positions. It is necessary to use additional temporary staff to continue timely handling of claims and avoid penalties for delayed payments due to inadequate staffing. Risk Management has been utilizing more services than originally anticipated for

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **05/08/2018** ☒ 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: May 8, 2018

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

Contact: Sharon Hymes-Offord,
925 335-1450

By: June McHuen, Deputy

cc:

the fiscal year while the vacant positions are being filled.

CONSEQUENCE OF NEGATIVE ACTION:

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