



Human Resources and Development COUNTY OF TULARE AGENDA ITEM

BOARD OF SUPERVISORS

ALLEN ISHIDA
District One

PETE VANDER POEL
District Two

PHILLIP A. COX
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: December 15, 2015

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
CONTACT PERSON: Rhonda Sjostrom, HR Director PHONE: 636-4900				

SUBJECT: Approval of Administrative Services Agreement with Chimienti & Associates Insurance Services.

REQUEST(S):
That the Board of Supervisors:
Approve and authorize the Chairman to sign the Administrative Services Agreement with Chimienti & Associates Insurance Services to perform administrative services related to the Tulare County Section 125 Plan for the period of January 1, 2016 through December 31, 2016.

SUMMARY:
The County has contracted with Chimienti & Associates Insurance Services for several years to perform the specialized administrative services associated with the Tulare County Section 125 (Flexible Benefit Plan.) Services provided through this agreement include: consulting services regarding the Tulare County Flexible Benefits Plan, handling all enrollment and customer service issues related to voluntary benefits, and performing administrative services related to Federal and State reporting requirements including Flexible Benefit Plan discrimination testing. Chimienti & Associates also handles all regulatory requirements and reimbursement services associated with the Flexible Spending Accounts.

In November 2014 the County selected Chimienti & Associates for an agreement beginning January 2015. The current rate is \$5.20 per enrolled employee per month. In addition, Chimienti & Associates serves as the broker of record for the voluntary insurance products. In this capacity, Chimienti & Associates evaluates the voluntary benefits insurance market on a regular basis to identify and recommend alternative voluntary benefits that would benefit our employees.

SUBJECT: Approval of Administrative Services Agreement with Chimienti & Associates Insurance Services.

DATE: December 15, 2015

Chimienti & Associates has the experience and expertise in providing the services outlined in the contract. In addition, the firm is local and is familiar with the County's workforce and health plans. They also have the only benefits enrollment/eligibility system that currently integrates with the County's payroll system.

The attached one year agreement will take effect when the current agreement expires at the end of this year, December 31, 2015.

FISCAL IMPACT/FINANCING:

None as the rate per employee per month has been budgeted through the San Joaquin Valley Insurance Authority (SJVIA).

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

Strategic initiative 4 – Organizational Performance calls for the County to promote an organization that continuously demonstrates the value of its employees in fulfilling the County mission.

ADMINISTRATIVE SIGN-OFF:

Rhonda Sjostrom
Human Resources Director

Cc: Auditor-Controller
County Counsel
County Administrative Office (2)
Chimienti & Associates
Gallagher Benefit Services

Attachment(s) Administrative Services Agreement with Chimienti & Associates

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVAL OF)
ADMINISTRATIVE SERVICES) Resolution No. _____
AGREEMENT)
WITH CHIMIENTI & ASSOCIATES) Agreement No. _____
INSURANCE SERVICES)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD December 15, 2015,
BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: MICHAEL C. SPATA,
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

Approved and authorized the Chairman to sign the Administrative Services Agreement with Chimienti & Associates Insurance Services to perform administrative services related to the Tulare County Section 125 Plan for the period of January 1, 2016 through December 31, 2016.