



**Human Resources and  
Development  
COUNTY OF TULARE  
AGENDA ITEM**

**BOARD OF SUPERVISORS**

KUYLER CROCKER  
District One  
PETE VANDER POEL  
District Two  
AMY SHUKLIAN  
District Three  
EDDIE VALERO  
District Four  
DENNIS TOWNSEND  
District Five

**AGENDA DATE:** December 17, 2019

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 type="checkbox"/>	N/A	<input checked="" 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    PHONE: (559) 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 Flexible Benefit Plan for the period of January 1, 2020 through December 31, 2020.

**SUMMARY:**  
The County has contracted with Chimienti & Associates Insurance Services for several years to perform the specialized administrative services associated with the Tulare County Flexible Benefit Plan. Specialized services provided through this agreement include: consulting services consisting of coordination of salary reduction options with the County's payroll system and administering the Tulare County Flexible Benefits Plan document, 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 provides the third party administrator that handles all regulatory requirements and reimbursement services, associated with the Flexible Spending Accounts.

Chimienti & Associates was selected through the Request for Proposal process in 2017 and is the agent of record for the voluntary insurance benefits. Under contract with the County, Chimienti & Associates has exclusive right to offer Tulare County employees voluntary insurance products including disability insurance, life insurance,

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cancer insurance, critical care insurance, and supplemental hospital benefits that can coordinate with our \$1,000 and \$500 deductible health plans. The administration of the reimbursable programs has been at no cost to the County over the life of the program.

Human Resources and Development (HRD) is recommending to renew agreement for one year and go out to market during the year. HRD Staff will work with Alliant Employee Benefits, the County's benefits consultant, to develop proposals from competing vendors for delivery of products and services now offered by Chimienti & Associates (for a January 1, 2021 effective date with enrollment opportunities to occur during the Fall 2020 Open Enrollment). This process would include developing options for both voluntary benefits and flex plan services.

A prior agreement, identical except for the term or time period and/or dollar value, was approved as to form by County Counsel on December 11, 2018. The proposed renewal agreement does not include any additional deviations from the standard County boilerplate. The only changes from the prior agreement is the time period of the agreement. The price for services has not changed.

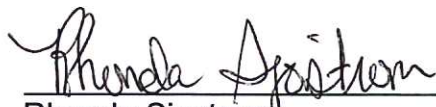
**FISCAL IMPACT/FINANCING:**

There is no direct cost to the County of Tulare associated with this Administrative Services Agreement for voluntary benefits. The premium payments for enrolled participants are accomplished through the County payroll system.

**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: County Administrative Office  
Chimienti & Associates  
Alliant Employee Benefits  
Auditor-Controller  
County Counsel

Attachment(s):

Administrative Services Agreement with Chimienti & Associates Insurance Services

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

IN THE MATTER OF THE APPROVAL )  
OF THE ADMINISTRATIVE SERVICES ) Resolution No. \_\_\_\_\_  
AGREEMENT WITH CHIMIANTI & ) Agreement No. \_\_\_\_\_  
ASSOCIATES INSURANCE SERVICES )

UPON MOTION OF SUPERVISOR \_\_\_\_\_, SECONDED BY  
SUPERVISOR \_\_\_\_\_, THE FOLLOWING WAS ADOPTED BY THE  
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD DECEMBER 17, 2019,  
BY THE FOLLOWING VOTE:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST: JASON T. BRITT  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

That the Board of Supervisors:  
Approved and authorized the Chairman to sign the Administrative Services Agreement  
with Chimianti & Associates Insurance Services to perform administrative services  
related to the Tulare County Flexible Benefit Plan for the period of January 1, 2020  
through December 31, 2020.