

COUNTY OF NEVADA

DEPARTMENT OF HUMAN RESOURCES

Eric Rood Administrative Center
950 Maidu Avenue
Nevada City, CA 95959
(530) 265-7010
www.mynevadacounty.com

NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: November 26, 2024

TO: Board of Supervisors

FROM: Human Resources

SUBJECT: Resolution to approve a renewal of the administrative services agreement between the County of Nevada and Voya Benefits Company, LLC for third party retiree benefits administration and COBRA administration for the period beginning January 1, 2025 through December 31, 2025

RECOMMENDATION: Approve the attached Resolution

FUNDING: This is a one-year extension of a multi-year contract with Voya which will end December 31, 2025. The funding is built into the Human Resources self-insured funds budget. There is no budget amendment needed, as the department's fiscal year 24-25 budget already includes funding for these services (using an estimate based on the prior plan year's total fees) and there are no additional general funds required. No specific contract amount is mentioned here because the contract is for fees that are charged per participant per month. The number of participants can and does change each month. However, based on the prior plan year fees, \$25,000 has been budgeted to cover these services.

There are no changes to the following administrative fees:

COBRA administrative fee	\$0.70 per participant/per month
Retirees Direct Bill administrative fee	\$3.50 per participant/per month
COBRA Takeover fee	\$25.00 one-time per COBRA participant
ARPA subsidy expiration notice fee	\$15.00 one-time per eligible COBRA participant

BACKGROUND:

On August 10, 2021, the Board approved Resolution 21-359 whereby the Parties agreed to contract with Voya Benefits Company, LLC for third party retiree benefit administration and COBRA administration for the period beginning September 1, 2021 through December 31,

2024.

Extension of the agreement will allow the County to continue to provide this necessary benefit through 2025. Accordingly, the Human Resources Department recommends that this agreement be extended to December 31, 2025.

Initiated and Approved by: Steve Rose, Director of Human Resources

Submitted: November 12, 2024