

COUNTY OF NEVADA
DEPARTMENT OF HUMAN RESOURCES

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NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: December 17, 2019

TO: Board of Supervisors

FROM: Steve Rose, Director of Human Resources

SUBJECT: RESOLUTION APPROVING AMENDMENT NO 1 TO THE ADMINISTRATIVE SERVICES AGREEMENT WITH NAVIA BENEFIT SOLUTIONS FOR THE FLEXIBLE SPENDING ARRANGEMENT AND OTHER EMPLOYEE BENEFIT PLANS (19-507) AND AUTHORIZING THE CHAIR OF THE BOARD OF SUPERVISORS TO EXECUTE THE AMENDMENT

RECOMMENDATION: Approve the attached resolution adopting the amendment.

FUNDING: The Dependent Care Flex Agreement is fully funded by employee contributions. The Flexible Spending Agreement is also funded by employees allocating pre-tax dollars for health care expenses each calendar year.

BACKGROUND: Historically the Auditor Controller has administered the Dependent Care program in conjunction with Human Resources. Navia will take on this administration with the implementation of the new benefit, the Flexible Spending Agreement. The County adopted Resolution 19-507 approving these benefits be offered to our employees and allowing Navia to administer the benefits. In the Exhibit "B" Schedule of Charges and Payments, there was an error in the method in which employee funds would be forwarded to Navia in order to pay claims. This Amendment corrects that error by clarifying the funding type as Contribution Funding without direct debit on file.

Your consideration of this amendment request is appreciated, and approval of this resolution is recommended.

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

Submitted Date: December 2, 2019