

**Indian River County
Interoffice Memorandum
Office of Management and Budget**

To: Members of the Board of County Commissioners

Thru: John A. Titkanich, Jr., County Administrator
Kristin Daniels, Office of Management & Budget Director

Date: September 26, 2023

From: Cynthia Stanton, Risk Manager

Subject: Third Party Claims Administration Agreement with Johns Eastern Co.
Funding Allocation for Fiscal Year 2023/24

Description and Conditions

The County’s self-insurance program relies upon the services of a third-party claims administrator to analyze and process workers’ compensation and third-party liability claims made against the County in accordance with State and Federal guidelines. Since February 2005 Johns Eastern Company, Inc. (JEC), a leading firm in their industry, has consistently provided outstanding services and their longevity with the County brings both stability and historic knowledge to the County’s self-insurance program.

The current agreement began on October 1, 2019 and expired on September 30, 2022. On October 1, 2022, the agreement was extended for the first of two (2) optional additional single year terms. The proposed second, and final, extension agreement will continue with prior terms and conditions and includes a five (5) percent cost increase of \$11,941 for a total annual cost of \$250,752 for Fiscal Year 2023/2024 and expiring on September 30, 2024. This is the last extension provided under the October 1, 2019 agreement which provides a detailed scope of services and performance standards.

Funding

Funding for claims administration services, in the amount of \$250,752 for Fiscal Year 2023/2024, is provided by the Self Insurance Fund/Risk Management/Other Professional Services account, number 50224613-033190.

Account Description	Account Number	Amount
Self Insurance Fund/Risk Management/Other Professional Services	50224613-033190	\$250,752

Recommendation

Staff recommends the Board authorize the Chair to execute the extension agreement after review and approval by the County Attorney’s Office with an annual renewal cost of \$250,752.

Attachment

JEC Extension Agreement FY24