


**INDIAN RIVER COUNTY
MEMORANDUM**

TO: Mike Zito
Interim County Administrator

FROM: Suzanne Boyll 
Human Resources Director

DATE: March 29, 2023

SUBJECT: Approval of Service Agreement Addendum WEX Health, Inc. d/b/a WEX (Benefit Express Services, LLC) effective May 1, 2023 through April 30, 2024

BACKGROUND:

At the April 17, 2018 Board of County Commissioners meeting, the BOCC approved the selection of Benefit Express Services, LLC to provide benefit administration technology and services for the County's comprehensive employee benefit program effective May 1, 2018 and authorized staff to enter into a five (5) year agreement. The current Technology and Services Agreement ends effective April 30, 2023. WEX Health Inc. (WEX) is the successor in interest to Benefit Express Services, LLC.

The benefits offered to eligible employees to include:

- Medical & Pharmacy
- Dental
- Vision
- Medical and Dependent Care Flexible Spending Accounts
- Life & AD&D
 - Basic
 - Supplemental
 - Spouse
 - Child
- Long Term Disability
- Short Term Disability
- Supplemental Benefits
 - Critical Illness
 - Accident

Enrollment and Notification to Carriers: New hires and active employees enroll in benefits using this system and enrollment files are sent to carriers notifying them of the enrollment. The benefit administration system has improved the accuracy and timeliness of the benefit enrollment process.

Consolidated Omnibus Budget Reconciliation Act (COBRA) Notification: The benefit administration system is also used to generate COBRA notification to our COBRA continuation and billing provider. When an employee separates employment, or there is a loss of coverage, the benefit enrollment system is updated to reflect the separation or loss of coverage, and this initiates a notification to mail out notice of COBRA continuation rights to the affected individual.

Affordable Care Act (ACA) Reporting: The benefit administration system tracks medical plan enrollment and is used to generate ACA 1095-C Employer-Health Insurance Offer and Coverage forms for all benefit eligible employees. The ACA 1095-C information is also submitted to the IRS by WEX on behalf of the County and for all eligible Constitutional Offices.

COST AND RENEWAL:

The annual cost of the benefit administration system is approximately \$78,000 per year and provides support for over 3,600 enrolled participants. WEX has provided a one-year renewal with no rate increase Effective May 1, 2023 through April 30, 2024.

FUNDING:

Funding, in the amount of \$78,000, for the benefit administration system is provided in the Health Insurance Fund/Other Professional Services account, number 50412719-033190.

Account Description	Account Number	Amount
Health Insurance Fund/Other Professional Services	50412719-033190	\$78,000

RECOMMENDATION:

Staff respectfully requests the Board of County Commissioners approve the recommendation to renew with WEX Health Inc. to provide benefit administration technology and services for the County's comprehensive employee benefit program effective May 1, 2023 through April 30, 2024 and to authorize the Board Chairman to sign the service agreement addendum after review and approval by the County Attorney.

Attachments: WEX Health, Inc. Service Agreement Addendum
Benefit Express Services, LLC Technology and Services Agreement