



Travis County Commissioners Court Agenda Request

Meeting Date: September 24, 2013

Prepared By/Phone Number: Shannon Steele, HRMD 854-6046

John Rabb HRMD, 854-2742

Elected/Appointed Official/Dept. Head: Leslie Browder, County Executive

LB

Commissioners Court Sponsor: Judge Samuel T. Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action on Business Associate Agreement with Milliman, Inc.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Please see attached documentation.

STAFF RECOMMENDATIONS:

Staff recommends approval of the Milliman, Inc. Business Associate Agreement.

ISSUES AND OPPORTUNITIES:

None

FISCAL IMPACT AND SOURCE OF FUNDING:

None

REQUIRED AUTHORIZATIONS:

Human Resources Management
Human Resources Management
Human Resources Management
Planning and Budget Office

Shannon Steele, 854-6046
John Rabb, 854-2742
Debbie Maynor, 854-9170
Leslie Browder, 854-9106



HRMD Human Resources Management

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Backup Memorandum

DATE: September 24, 2013

TO: Members of the Commissioners Court

VIA: Leslie Browder, County Executive, Planning and Budget Office *LB*

FROM: Debbie Maynor, Director, Human Resources Management Department *DM*
John Rabb, Benefits Manager
Shannon Steele, Benefits Administrator *SMS*

Subject: **Business Associate Agreement for Milliman, Inc.**

Proposed Motion

Consider and take appropriate action to approve the Business Associate Agreement with Milliman, Inc.

Summary

The Health Insurance Portability and Accountability Act, (HIPAA) requires a Business Associate Agreement (BAA) with vendors who are contracted to work on any programs that involve Protected Health Information (PHI). Milliman, Inc. provides actuarial services to the Travis County Health Plan. Milliman receives data that contains PHI when performing their contracted duties.

Staff Recommendation:

HRMD Staff and the County Attorney's office recommend approval of the BAA with Milliman.

Issues and Opportunities:

None

Budgetary and Fiscal Impact

None

(1) PLACE HOLDER

PENDING INPUT FROM COUNTY ATTORNEY'S OFFICE

(1) MILLIMAN'S PLAN AGREEMENT