Department Source: Finance

To: City Council

From: City Manager & Staff

Council Meeting Date: October 16, 2017

Re: Application software, Inc. (ASI/ASIFLEX) Business Associate Agreement

Executive Summary

An ordinance authorizing the City Manager to sign the Business Associate Agreement between the City of Columbia and ASI/ASIFLEX to comply with the requirements of Federal Health Insurance Portability and Accountability act of 1996 and related regulations (HIPAA).

Discussion

The City of Columbia and ASI/ASIFLEX have a contractual agreement to provide pre-tax flexible medical and dependent care flexible benefits since 1/1/2012. The contract was bid through the City’s centralized purchasing division. The attached Business Associate Agreement is necessary to comply with the HIPPAA which was enacted in 1996.

Fiscal Impact

Short-Term Impact: None

Long-Term Impact: None

Strategic & Comprehensive Plan Impacts

[Strategic Plan Impacts:](http://www.gocolumbiamo.com/city-manager/)

Primary Impact: Operational Excellence, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

[Comprehensive Plan Impacts:](http://www.gocolumbiamo.com/community_development/comprehensive_plan/documents/ColumbiaImagined-FINAL.pdf)

Primary Impact: Not Applicable, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable

Legislative History

|  |  |
| --- | --- |
| Date | Action |
| 01/1/2012  10/1/2017 | Contract with Application Software, Inc. dba ASI/ASIFlex was awarded through RFP #50/2011.  Contract with Application Software, Inc. dba ASI/ASIFlex was awarded through RFP #35/2017. |

Suggested Council Action

Approve the attached ordinance.