



AGENDA ACTION FORM

Consideration of a Resolution Ratifying the Mayors Signature and Renewing the Service Agreement with Cannon Cochran Management Services, Inc. for Workers Compensation Third Party Administration Services for the City and its Kingsport City Schools

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-178-2025
Work Session: July 14, 2025
First Reading: N/A

Final Adoption: July 15, 2025
Staff Work By: Hodgson
Presentation By: Rowlett

Strategic Focus Area: Efficient & Responsive Government

Recommendation:

Approve the Resolution.

Executive Summary:

Approval of the accompanying resolution authorizes the renewal of the service agreement with Cannon Cochran Management Services, Inc., (CCMSI) for workers compensation claim administration services for all city departments, including Kingsport City Schools.

In June of 2022, the board approved a Service Agreement with CCMSI for workers' compensation claims administration services. These services include scheduling medical appointments for employees who have suffered work related injuries, medical care evaluation and review, pharmacy management, evaluations of claim compensability, and issuance of payments to providers and claimants.

CCMSI has provided the city with claim management services since July 2022 and overall their performance has met the expectation and needs of Risk Management and Office of the City Attorney.

The agreement was set to expire on July 1, 2025. Staff recommends renewing the agreement for an additional term from July 1, 2025 through June 30, 2028 and ratifying the mayors signature on June 30, 2025.

City may terminate the agreement upon 90 days written notice without cause.

Funding is available in the Risk Management Operating Fund.

Attachments:

1. Resolution
2. Agreement

	Y	N	O
Baker	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Mayes	—	—	—
Phillips	—	—	—
Montgomery	—	—	—