



# TEXAS ASSOCIATION of COUNTIES HEALTH AND EMPLOYEE BENEFITS POOL

## OASys Access Agreement

The Texas Association of Counties Health and Employee Benefits Pool (TAC HEBP) uses an online administrative system known as OASys. OASys allows county administrators to make health plan changes in a secured internet environment. They may enroll, change, terminate employee and dependent coverage in the health plan, as well as download monthly invoices from this site.

The Contracting Authority must designate the person(s) that will have access to OASys and set their access privileges. The user name and password will be emailed to the User after training is completed. Please select the level of desired access and have each user sign the agreement below. If you have any questions, please call your Employee Benefits Specialist at 800-456-5974.

<b>Group Name:</b> Tyler County		
<b>Name of User and Title</b>	<b>Email Address (required)</b>	<b>Access Privileges</b>
<b>User 1</b> Leann Monk, County Treasurer	lmonk.cotreas@co.tyler.tx.us	<input checked="" type="checkbox"/> Administrator <input type="checkbox"/> View Only
<b>User 2</b> Jackie Skinner, County Auditor	jskinner.aud@co.tyler.tx.us	<input checked="" type="checkbox"/> Administrator <input type="checkbox"/> View Only
<b>User 3</b> Melanie Calhoon, Asst. Treasurer	mcalhoon.cotreas@co.tyler.tx.us	<input checked="" type="checkbox"/> Administrator <input type="checkbox"/> View Only

As a User of OASys, I understand that I am responsible for maintaining the confidentiality of my password. I understand and agree that TAC HEBP is not responsible for any damages resulting from the unauthorized use of my password or account. I further understand that I must notify TAC HEBP immediately of any unauthorized use of my password or account or any other breach of security.

User 1 Signature \_\_\_\_\_

User 2 Signature \_\_\_\_\_

User 3 Signature \_\_\_\_\_

Signature of County Judge or Contracting Authority: \_\_\_\_\_

Print name and title: Milton Powers, Tyler County Judge

Date: 03/12/2024





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<b>Group Name:</b> Tyler County		
<b>Name of User and Title</b>	<b>Email Address (required)</b>	<b>Access Privileges</b>
<b>User 1</b> Amy Jordan, Asst. Treasurer	ajordan.cotreas@co.tyler.tx.us	<input checked="" type="checkbox"/> Administrator <input type="checkbox"/> View Only
<b>User 2</b> Maegan Pope, Asst. County Auditor	modom.aud@co.tyler.tx.us	<input checked="" type="checkbox"/> Administrator <input type="checkbox"/> View Only
<b>User 3</b> Stephanie Voth, Asst. County Auditor	svoth.aud@co.tyler.tx.us	<input checked="" type="checkbox"/> Administrator <input type="checkbox"/> View Only

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User 1 Signature Amy Jordan

User 2 Signature Maegan Pope

User 3 Signature Stephanie Voth

Signature of County Judge or Contracting Authority: Milton Powers

Print name and title: Milton Powers, Tyler County Judge

Date: 03/12/2024