



City Manager's Report
August 28, 2018, City Council Meeting
Prepared by: Dave Warren, Director of Finance
Item #: 8.5

Subject: Adopt a resolution authorizing the City Manager to negotiate and execute an agreement with ComPsych for an Employee Assistance Program in the amount of \$1,950.

Purpose:

To secure an Employee Assistance Program (EAP) as an added benefit for regular full-time City employees.

Background:

During labor negotiations with City employee units in the recent past, the City agreed to begin providing an EAP to regular full-time City employees. An EAP provides employees with basic counseling, financial and legal advice, and referral services. Tonight, staff is recommending the City Council authorize an agreement with ComPsych to provide an Employee Assistance Program in the amount of \$1,950.

Discussion:

The Finance Department performed a study of available EAP plans and received proposals from ACI, ComPsych, and MHN. Each firm provided plan options for the City to consider. Finance staff prepared an analysis of plan benefits and providers (please see the attached matrix) and presented it to the City's Health Benefits Advisory Committee, which is comprised of members from each of the City's four employee units. The Committee met three times to discuss the EAP plans, and at its meeting held on February 6, 2018, the Committee recommended the City contract with ComPsych for one year with a five session plan at an annual cost of \$2,250 pending referral checks. Staff contacted all 3 references, and we received all positive comments.

Since that time, ComPsych informed us that the State Insurance Commission recently disallowed ComPsych from offering the five session plan. As a compromise, ComPsych has offered the City a similar plan that includes three sessions for each problem during a six month period. So, each employee could potentially get six sessions for two separate problems annually, which exceeds the original five session plan. The proposed EAP plan includes the following benefits:

- Toll free telephone line access to guidance consultants
- Assessments, counseling, and referrals including three sessions per problem during a six month period
- LegalConnect which includes telephonic legal information, free 30 minute consultation, and local referrals, and a 25% discount on the customary rates
- FinancialConnect which includes telephonic information regarding personal finances and related issues

- FamilySource includes general references for child and/or elder care resources, information about automobile purchases, pet services, and relocations
- GuidanceResources includes online information, resources, tools, and other features on topics such as health and wellness, law and regulations, family and relationships, work and education, money and investments, consumer and leisure, and home and automobile

ComPsych will provide City management with annual statistical utilization reports (without employee names) to help monitor plan use and key personnel trends. If approved, staff will distribute promotional information to employees.

Options:

1. Approve the agreement with ComPsych as recommended.
2. Approve an agreement with ComPsych with other benefits and/or terms.
3. Direct staff to negotiate an agreement with another EAP firm.

Cost: The annual cost of the proposed ComPsych EAP plan is \$1,950.

Budget Impact:

The City Council adopted the Fiscal Year 2018/2019 Operating Budget which appropriated \$1,950 for the proposed \$1,950 agreement with ComPsych.

Recommendation:

Adopt a resolution authorizing the City Manager to negotiate and execute an agreement with ComPsych for an Employee Assistance Program in the amount of \$1,950.



M. Cleve Morris, City Manager



Dave Warren, Director of Finance