



REPORT TO COUNCIL

City of Sacramento

915 I Street, Sacramento, CA 95814-2604
www. CityofSacramento.org

Consent
August 17, 2010

Honorable Mayor and
Members of the City Council

Title: Employee Assistance Program Agreement

Location/Council District: City-wide

Recommendation: Adopt a **Resolution:** 1) awarding a two-year contract for Employee Assistance Program Services to Managed Health Network (MHN) in a total amount not to exceed \$400,000 for the term of the contract; and 2) authorizing the City Manager or the City Manager's designee to execute the contract.

Contact: Geri Hamby, Human Resources Director

Presenters: N/A

Department: Human Resources

Division: Risk Management

Organization No: 08000

Description/Analysis

Issue: The City has a need to contract for Employee Assistance Program services to promote a well-balanced personal and professional life for City employees including professional aid with educational and consultative assistance concerning financial, legal, childcare, elder care, tax advisory and pre-retirement issues. The City's Employee Assistance Program also serves employees whose job performance may suffer from personal, health or substance abuse related problems and/or who may not be responsive to normal on-site supervisory counseling procedures. In addition, the program provides Critical Incident Stress Debriefing, group and/or individual, (CISD's) relating to a distressing traumatic event occurring in the City's workplace. Staff recommends the contract be awarded to Managed Health Network (MHN) for Employee Assistance Program services.

Policy Considerations: The City has provided an Employee Assistance Program to employees and dependents since 1986 as a significant loss prevention measure. Staff believes that the Employee Assistance Program continues to be a critical tool to the City's loss prevention program.

EMPLOYEE ASSISTANCE PROGRAM AGREEMENT

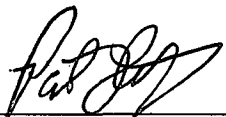
Environmental Considerations: Under the California Environmental Quality Act (CEQA) guidelines, continuing administrative activities do not constitute a project and are therefore exempt from review.

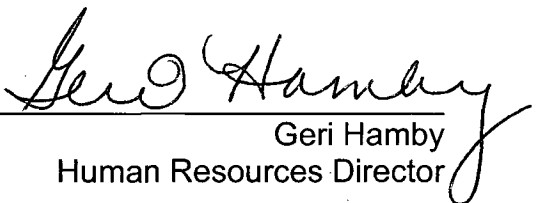
Sustainability Considerations: Not applicable.

Rationale for Recommendation: After a meticulous review of the proposals submitted through the Request for Proposal process, staff recommends the contract be awarded to Managed Health Network (MHN) for Employee Assistance Program services.

Financial Considerations: The yearly cost for the MHN agreement is \$196,186 paid by the Risk Management fund 6502.

Emerging Small Business Development (ESBD): Not applicable.

Respectfully Submitted by: 
Patrick Flaherty
Risk Manager

Respectfully Submitted by: 
Geri Hamby
Human Resources Director

Recommendation Approved:


Gus Vina
Interim City Manager

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EMPLOYEE ASSISTANCE PROGRAM AGREEMENT

RESOLUTION NO.

Adopted by the Sacramento City Council

ESTABLISHING THE EMPLOYEE ASSISTANCE PROGRAM AGREEMENT

BACKGROUND

- A. The City has a need to contract for Employee Assistance Program services to promote a well-balanced personal and professional life for City employees including professional aid with educational and consultative assistance concerning financial, legal, childcare, elder care, tax advisory and pre-retirement issues.
- B. The City has provided an Employee Assistance Program to employees and dependents since 1986 as a significant loss prevention measure.
- C. After a meticulous review of the proposals submitted through the Request for Proposal process, staff recommends the contract be awarded to Managed Health Network (MHN) for Employee Assistance Program services.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- 1. Council hereby awards a two-year contract for Employee Assistance Program Services to Managed Health Network (MHN) in a total amount not to exceed \$400,000 for the term of the contract.
- 2. Council authorizes the City Manager or the City Manager's designee to execute the contract.