



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 5/14/2019

To: Sonoma County Board of Supervisors, Sonoma County Water Agency Board of Directors, Sonoma County Agricultural Preservation and Open Space District, Board of Directors, Community Development Commission, Northern Sonoma County Air Pollution Control District

Department or Agency Name(s): Human Resources

Staff Name and Phone Number: Lynne Durrell, Disability Management Manager, 565-6089

Vote Requirement: Majority

Supervisory District(s): All

Title:

Extension of Agreement with Beacon Health Options/ValueOptions

Recommended Actions:

Authorize the Director of Human Resources to extend the term of the agreement with Beacon Health Options/ValueOptions to provide Employee Assistance Program (EAP) Administration Services, from July 1, 2019 through June 30, 2020, in an amount not to exceed \$124,000 for the additional 12-month term.

Executive Summary:

The County has provided Employee Assistance Program (EAP) services to County employees since 1975. Coverage levels are established in negotiated memoranda of understanding (MOU) with each employee organization and the Salary Resolution.

The current agreement with Beacon Health Options/ValueOptions was authorized by your Board for an initial three year term from July 1, 2016 through May 31, 2019 with a rate guarantee of \$2.23 per employee per month (PEPM) for the three year term. The agreement provides the option to extend for up to two years with a nominal 1.3% rate increase to \$2.26 PEPM.

Human Resources recommends to extend the term an additional 12-months, not to exceed \$124,000, with the administrative option of extending for additional 12 months at the same rate, without requiring additional Board authority, and pending review of the EAP benefit by the County's Joint Labor Management Benefits Committee.

Discussion:

In fiscal year 2015-16, the Human Resources conducted a Request for Proposal (RFP) for Employee Assistance Program (EAP) Administration. With the assistance and recommendation of the Joint Labor Management

Benefits Committee, Beacon Health Options/ValueOptions was selected and your Board previously authorized the Human Resources Director to execute the initial agreement for a three year term.

An Employee Assistance Program provides confidential assistance for a wide range of work-life stressors. Supporting employees with access to counseling and resources for personal matters allows employees to be more productive at work so they can continue to meet the needs of County and the community it serves.

EAP services are available to all full and part time employees, unrepresented extra help employees, and their family members. EAP is a negotiated benefit fully paid by the County with no employee contribution.

Three areas of service are provided through this agreement and are included in the contract price:

- 1) Employee Assistance and Wellness Services: includes 24-hour toll-free crisis response, face-to-face clinical counseling sessions, work-life services, telephonic consultations (personal counseling, legal, financial, child and elder care), and online informational services. Other health management resources include lifestyle improvements, weight management, tobacco cessation counseling, and wellness coaching.
- 2) Group Services: Includes EAP group orientation sessions, other EAP training workshops on such topics as change management, stress management, conflict resolution, communication, personal development, workplace protection, and on-site critical incident stress debriefings. ValueOptions also provides a unique service for Autism Family Support at 5 sessions per year.
- 3) Employer Oriented Services: Includes management coaching consultations, Critical Incident Debriefing and Substance Abuse Professional (SAP) services as required by the United States Department of Transportation (DOT) Drug and Alcohol Program for employees driving vehicles in designated safety-sensitive positions.

Under the agreement, all employees are eligible for up to 6 sessions per incident. The agreement provides 41 hours of training workshops annually, and also provides up to 20 hours of critical incident de-briefings per year. Additional services are available beyond these limits, charged on an hourly basis, and according to the fee schedule.

EAP utilization has been higher than average over the last couple of years primarily due to the October 2017 Fires, and it is apparent that County employees and their families are utilizing these important services.

Between October - December 2017, a total of 156 new EAP cases were opened, representing a higher than average utilization rate. The County of Sonoma's utilization rate was 9.81% between Dec. 2016 and Dec 2017; the average utilization rate across Beacon's total book of business was 3.32%.

Following the fires, Oct 2017 and Jan 2018, the County used 288 hours of Critical Incident Response services, providing specialized counselors on-site at County departments offering group and one-on-one support sessions. EAP utilization during 2018 remained high, at 8.96%.

Prior Board Actions:

Agenda Date: 5/14/2019

Prior Board Actions:

6/14/2016 Following RFP process, authorized new agreement with Beacon Health Options/ValueOptions
for term 6/1/16 - 5/31/19

FISCAL SUMMARY

Expenditures	FY 18-19 Adopted	FY19-20 Projected	FY 20-21 Projected
Budgeted Expenses	\$130,000	\$124,000	
Additional Appropriation Requested			
Total Expenditures	\$130,000	\$124,000	
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$130,000	\$124,000	
Use of Fund Balance			
Contingencies			
Total Sources	\$130,000	\$124,000	

Narrative Explanation of Fiscal Impacts:

None. EAP costs are budgeted as a salary and benefit expenditure and is included in the proposed 2019-20 budget.

Staffing Impacts:			
Position Title (Payro	Monthly Salary Range (A - I Step)	Additions (number)	Deletions (number)

Narrative Explanation of Staffing Impacts (If Required):

None

Attachments:

NA

Related Items "On File" with the Clerk of the Board:

Agenda Date: 5/14/2019

Initial Agreement with Beacon Health Options/ValueOptions