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COUNTY OF ERIE

MARK C. POLONCARZ
COUNTY EXECUTIVE

June 18, 2013

Erie County Legislature
92 Franklin Street – Fourth Floor
Buffalo, New York 14202

Re: Employee Assistance Program Contract

Dear Honorable Members:

The Department of Personnel is requesting authorization to extend a current agreement with Palladian Health LLC to perform the services required for the Employee Assistance Program (“EAP”).

The County is under an obligation to provide an EAP in all of the Collective Bargaining Agreements. It is a long established practice that is not only used for employee benefit, but is also a requirement in certain disciplinary actions and drug testing investigations required after motor equipment accidents. The current contract runs through July 14, 2013. The vendor has agreed to extend the agreement without an increase in the per employee cost. Funding for this contract is available and budgeted in the professional fees and services line of the Department of Personnel.

Should your Honorable Body require further information, I encourage you to contact Joseph Murphy in the Department of Personnel. Thank you for your consideration on this matter.

Sincerely,

Mark C. Poloncarz, Esq.
Erie County Executive

Enclosure
MCP/jm

cc: Joe Murphy, Department of Personnel

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Personnel
Re: Employee Assistance Program Contract
Date: June 11, 2013

SUMMARY

Approval is requested to extend a contract with Palladian Health LLC to manage the Employee Assistance Program (EAP) for the period July 15, 2013-July 14, 2014.

FISCAL IMPLICATIONS

The cost for the contract will be \$63,380. Funds for the contract are in the current budget of the Department of Personnel in Fund 16110, Account 516020 Professional Fees and Services.

REASONS FOR RECOMMENDATION

The County is obligated by the Collective Bargaining Agreements to provide this service. The provider is willing to extend the contract at no increase in the price per covered employee from the previous contract. The County has had a good working relation with this provider for several years.

BACKGROUND INFORMATION

The services for this program have been put through a request for proposal process in the past and the current provider was chosen to be the provider. Since that time there has been a very successful working relationship. The Department of Personnel has confidence in this provider's ability and the confidentiality that is required of this program. There is a trust factor that has been established between the provider, the County and the Unions that the testing practices are performed professionally, are accurate and confidential.

CONSEQUENCES OF NEGATIVE ACTION

The County would not be in compliance with the Collective Bargaining Agreements. There would be no method in place for required drug and alcohol testing in the event of a work related accident.

STEPS FOLLOWING APPROVAL

The contract will be implemented and services will be provided to the employees of Erie County.

**A RESOLUTION SUBMITTED BY:
DEPARTMENT OF PERSONNEL**

RE: Employee Assistance Program Contract

WHEREAS, the current contract for providing the Employee Assistance Program (EAP) with Palladian Health is due to expire on July 14, 2013; and

WHEREAS, Erie County is obligated by the collective bargaining agreements to have an employee assistance program in place; and

WHEREAS, the current arrangement with Palladian Health is working well for both Erie County and the Unions and the Department of Personnel and Commissioner John Greenan is recommending the extension of the contract with Palladian Health; and

WHEREAS, Palladian is proposing to extend the contract for one more year at the current per employee rate.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Personnel Department is authorized to enter into a contract extension with Palladian Health for the period of July 15, 2103 to July 15, 2014 at a cost of no more than \$63,380, and be it further

RESOLVED, that funds for this contract are available in the Adopted 2013 Budget of the Department of Personnel and shall be appropriated in fund center 16110, account 516020, professional fees and services; and be it further

RESOLVED, that certified copies of this resolution shall be transmitted to the County Executive, Department of Personnel, Office of the Comptroller, and the Department of Law.