



# Town Council Agenda Report

**SUBJECT:** Resolution

**CONTACT PERSON/NUMBER:** Gail Reinfeld, (954) 797-1020

**TITLE OF AGENDA ITEM:** A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING CIGNA BEHAVIORAL CARE TO PROVIDE AN EMPLOYEE ASSISTANCE PROGRAM AND AUTHORIZING THE ADMINISTRATIVE SERVICES DIRECTOR TO EXECUTE THE APPLICATION FOR THE EMPLOYEE ASSISTANCE PROGRAM.

**REPORT IN BRIEF:** The Employee Assistance Program (EAP) is an external service which offers counseling to the Town's employees and their dependents troubled by personal problems that may make it difficult to cope or concentrate. The present program allows an employee to be referred by a supervisor or an employee can contact an internal EAP Coordinator directly, who refers them to one of three therapists on the program or the insurance mental health carrier. Employees pay a discounted rate to see the recommended clinicians. Often, however, those clinicians are not on the present medical insurance plan, therefore, an employee has to pay to continue treatment with a clinician or, in the alternative, can switch clinicians but risks losing continuity in treatment.

After reviewing present needs within the Town, it was determined that it would be in the Town's best interest to expand and enhance the existing program. The Town retained the services of Marsh (a subsidiary of The Mercer Group) to coordinate the proposal process. The Town solicited proposals on November 1, 1999, from EAP providers and five proposals were received on November 19, 1999. Proposals were submitted by the following entities: Alternatives in Behavioral Health, Cigna Behavioral Care, Comprehensive Behavioral Health, United Behavioral HealthCare, and Unipsych. The Selection Committee heard presentations from the three providers with the most comprehensive services: Alternates in Behavioral Care, Cigna Behavioral Care, and United Behavioral Care. On December 1, 1999, the Selection Committee recommended the use of Cigna Behavioral Care.

Cigna Behavioral Care offers a quality comprehensive Employee Assistance Program which can be supplemented with Cigna HealthCare mental health insurance benefits, if selected, for continued treatment of the Town's employees and their eligible dependents. The recommended EAP plan would benefit employees by allowing them access to a confidential network for assistance with a variety of personal concerns, including, but not limited to, substance abuse, relationship issues, emotional concerns, behavioral problems, stress, grief, trauma, financial difficulties, and elder care/child care needs. It also enables employees and their dependents independent access to the EAP with up to three free visits to certain licensed clinicians to address issues that they may have. Should Cigna HealthCare be selected as the medical provider, employees seeking counseling with a clinician from Cigna's EAP may continue additional counseling with the same clinician under the mental health program as the two networks are integrated. Additionally, the EAP provides clinicians for on-site critical incidents and training (up to ten hours annually).

**PREVIOUS ACTIONS:** Not applicable

**CONCURRENCES:** The Town's Selection Committee recommends Cigna Behavioral Care as the firm best qualified to provide EAP services to the Town.

**FISCAL IMPACT:**

Has request been budgeted? Yes, on a case by case basis

If yes, expected cost: \$10,207 Account Name: Self Insurance

The monthly premium for the EAP is \$1.92 per employee and \$190 for each additional on-site hour.

**RECOMMENDATION(S):** Motion to approve the Resolution

**Attachment(s):** Resolution, Application, Rating Form, Summary Report and Cost Comparison Analysis

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING CIGNA BEHAVIORAL CARE TO PROVIDE AN EMPLOYEE ASSISTANCE PROGRAM AND AUTHORIZING THE ADMINISTRATIVE SERVICES DIRECTOR TO EXECUTE THE APPLICATION FOR THE EMPLOYEE ASSISTANCE PROGRAM.

WHEREAS, it was in the best interest of the Town to expand and enhance its Employee Assistance Program (EAP); and

WHEREAS, the Town solicited proposals for an external EAP for employees and their dependents; and

WHEREAS, the Selection Committee has selected Cigna Behavioral Care as the firm best qualified to provide an EAP; and

WHEREAS, it is in the Town's best interest to execute the application for the Employee Assistance Program.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council of the Town of Davie does hereby accept the selection of Cigna Behavioral Care as the firm best qualified to provide an Employee Assistance Program and authorizes the Administrative Services Director to execute the application for the Employee Assistance Program, attached hereto as Exhibit "A".

SECTION 2. The initial contract term is two (2) years. Extensions, if appropriate, will be handled administratively by staff, subject to budgetary approval by Town Council.

SECTION 3. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 1999

\_\_\_\_\_  
MAYOR/COUNCILMEMBER

Attest:

\_\_\_\_\_  
TOWN CLERK

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 1999



	1	2	3	4	5	6	7
	EAP PROGRAM						
1							
2							
3							
4							
5							
6	COMMITTEE MEMBER	CIGNA	ALTERNATIVES	UNITED			
7							
8	C. WALLACE	1	3	2			
9	C. MENKE	1	3	2			
10	G. REINFELD	1	3	2			
11	S. KENT	ABSENT					
12	H. HYMAN	1	3	2			
13	F. GELLERSTEIN	1	3	2			
14							
15	TOTAL	5	15	10			
16							
17	RANKING	1	3	2			
18							
19							
20							
21							

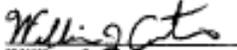
This summary is a result of the Request for Proposal (RFP) released by Marsh, Inc. November 19, 1999, on behalf of the Town of Davie. The purpose of this quotation was to market and solicit bid responses for an Employee Assistance Program (EAP).

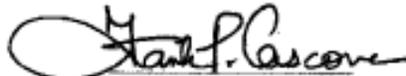
Marsh solicited bids from 14 carriers and received 7 responses. The remaining carriers either did not respond or declined to quote. After an in depth analysis and based on the information provided, cost and plan design, the bids were short-listed to three providers. The providers were as follows:

CIGNA Healthcare  
United Behavioral Health  
Alternatives in Behavioral Health

Each provider was interviewed and asked to discuss their proposals at length. It was then decided that CIGNA's quotation provided the most comprehensive program and provided the Town of Davie the opportunity for an integrated program.

Prepared by:

  
William J. Curtin  
Employee Benefit Services

  
Frank P. Cascone  
Employee Benefit Services

**MARSH**  
An **AMC** Company

**TOWN OF DAVIE**  
EAP COST & PLAN COMPARISON

	\$1.71 PEPM	\$1.60 PEPM	\$1.26 PEPM	\$1.92 PEPM	\$2.25 PEPM	\$2.50 PEPM	\$3.90 PEPM	\$4.784 PEPM
3 Session Model	\$1.71 PEPM	\$1.60 PEPM	\$1.26 PEPM	\$1.92 PEPM	\$2.25 PEPM	\$2.50 PEPM	\$3.90 PEPM	\$4.784 PEPM
443 Employees (Annual)	\$9,050	\$8,106	\$6,645	\$10,207	\$11,961	\$13,987	\$17,466	\$22,832
5 Session Model	\$2.09 PEPM	\$1.95 PEPM	\$1.34 PEPM	\$2.48 PEPM	\$2.50 PEPM	\$3.90 PEPM	\$4.784 PEPM	N/A
443 Employees (Annual)	\$11,110	\$10,386	\$6,763	\$13,184	\$13,290	\$15,366	\$19,384	N/A
24 hr. helpline	X	On Call	X	X	X	X	X	X
Master's level Counselors	X		X	X				
Individual visits with clinical licensure	X		X	X	X			
Full range of cultural & language competencies	X	X	X	X	X			
Financial Counseling	X		X	X	X	X	X	X
Legal Counseling	X		X	X	X	X	X	X
Family Medication	X	X	X	X	X	X	X	X
Dependent Care Resources	X	X	X	X	X	X	X	X
Community Resources	X	X	X	X	X	X	X	X
Communication Materials	X	X	X	X	X	X	X	X
Credentialed Network	X	X	X	X	X	X	X	X