

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

104



FROM: Human Resources Department.

SUBMITTAL DATE:
June 8, 2004

SUBJECT: Employee Assistance Program (EAP) Services Agreement between the County of Riverside, Human Resources Department and Riverside County Transportation Commission.

RECOMMENDED MOTION: That the Board approves and executes the attached EAP Subscriber Agreement between the County of Riverside and the Riverside County Transportation Commission (RCTC) to provide RCTC employees and their household dependents with an Employee Assistance Program (EAP) Benefit through the County's Human Resources Employee Assistance Program.

BACKGROUND: Human Resources, through its Employee Assistance Program, has negotiated to provide its EAP services to employees and household dependents of the Riverside County Transportation Commission. This benefit will provide RCTC members with licensed EAP clinicians to assist in identifying mental health or related problems, family/marital problems, or alcohol/substance abuse problems, and to provide referrals to appropriate health care providers or community resources for counseling, treatment and therapy. These services will be similar to those provided to Riverside County's own employees and household dependents through the County's EAP.

Departmental Concurrence

FISCAL PROCEDURES APPROVED
ROBERT E. BYRD, Auditor-Controller
BY: *[Signature]* 6/10/04
Deputy

[Signature]

Ronald W. Komers
Asst. County Executive Officer/Human Resources Dir.

FINANCIAL DATA	Current F.Y. Total Cost:	Cost Dependant upon participation	In Current Year Budget:	YES
	Current F.Y. Net County Cost:		Budget Adjustment:	NO
	Annual Net County Cost:		For Fiscal Year:	03/04

SOURCE OF FUNDS: Administrative Fees paid by RCTC	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE

County Executive Office Signature *[Signature]*

Dep't Recomm.: Consent Policy Policy Per Exec. Ofc.: Consent Policy

Prev. Agn. Ref.: _____ **District:** _____ **Agenda Number:** _____

ATTACHMENTS FILED WITH THE CLERK OF THE BOARD

ALL

3.20

**Form 11 - Employee Assistance Program (EAP) Services Agreement between County of Riverside/Human Resources Department and Riverside County Transportation Commission.
June 8, 2004**

Extensive studies have found that early identification and intervention of the kind of problems mentioned above are invaluable tools for maintaining productivity/morale, increasing employee health and wellness, and reducing absenteeism in the workplace. The nominal administration fee to be paid by RCTC was calculated as follows:

- County employees 14,656
- EAP Annual Budget \$574,100
- Per County Employee Per Month \$3.26 PEPM
- Proposed RCTC fee: \$3.26 PEPM
for Intake and Assessment Consultations,
Referral Services, Supervisor Training,
Wellness Programs, etc.

This program will go into effect upon execution of the attached Agreement.