

CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number: _____

Meeting Type: Regular

Meeting Date: Sep 24, 2015

Action Requested By: Human Resources

Agenda Type: Resolution

Subject Matter:

Modification to the Agreement between the City of Huntsville and Behavioral Health Systems for renewal of the Managed Care Plan.

Exact Wording for the Agenda:

Resolution authorizing the Mayor to execute Modification No. 7 to the agreement between the City of Huntsville and Behavioral Health Systems, Inc.

Note: If amendment, Please state title and number of the original

Item to be considered for: _____

Unanimous Consent Required: _____

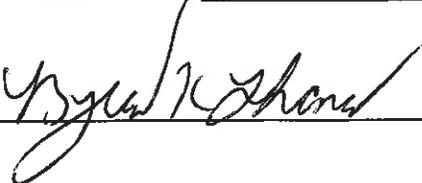
Briefly state why the action is required; why it is recommended; what council action will provide, allow and accomplish and; any other information that might be helpful.

This Modification is needed to provide for the yearly renewal of group mental health services for employees and to expand coverage to include online work/life services.

Associated Cost: _____

Budgeted Item: _____

MAYOR RECOMMENDS OR CONCURS: _____

Department Head: 

Date: 9/14/15

ROUTING SLIP CONTRACTS AND AGREEMENTS

Originating Department: Human Resouces Council Meeting Date: 9/24/2015

Department Contact: Cindy Lehman Phone # 256-427-5244

Contract or Agreement: Behavioral Health Systems Modification No. 7

Document Name: Modification No. 7 to the Agreement between the City of Huntsville, AL and Behavior...

City Obligation Amount: 0

Total Project Budget:

Uncommitted Account Balance:

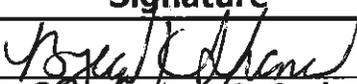
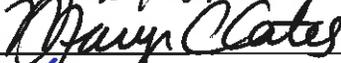
Account Number:

Procurement Agreements

Select...	Select...
------------------	------------------

Grant-Funded Agreements

Select...	Grant Name: <input style="width: 90%;" type="text"/>
------------------	---

Department	Signature	Date
1) Originating		9/14/15
2) Legal		9/16/15
3) Finance 		9/16/15
4) Originating		
5) Copy Distribution		
a. Mayor's office (1 copies)		
b. Clerk-Treasurer (Original & 2 copies)		

RESOLUTION NO. 15-_____

WHEREAS, the City of Huntsville currently has in place an agreement with Behavioral Health Systems, Inc. for administration services for its employee mental health services; and

WHEREAS, the City of Huntsville desires to enter into an agreement with Behavioral Health Systems, Inc. for the period January 1, 2016 through December 31, 2016; and

WHEREAS, the City of Huntsville desires to amend the plan to include BHS Online Work/Life services effective January 1, 2016; and

WHEREAS, the City Council of the City of Huntsville, Alabama, does hereby declare in accordance with Code of Alabama (1975) that the Mayor be, and he is hereby authorized to enter into an agreement between the City of Huntsville and Behavioral Health Systems, Inc. on behalf of the City of Huntsville, a municipal corporation in the State of Alabama, which said agreement is substantially in words and figures similar to that certain document attached hereto and identified as Modification No. 7 to the Agreement Between the City of Huntsville, Alabama and Behavioral Health Systems, Inc., dated September 24, 2015, as adopted by City Council pursuant to Resolution No. 06-999 and modified by Resolution No. 09-842, 10-416, 10-837, 11-686, 13-754, and 14-844, consisting of four (4) pages, including Addendum B, and the date of September 24, 2015 appearing on the margin of the first page, together with the signature of the President or President Pro Tem of the City Council, an executed copy of said document being permanently kept on file in the Office of the City Clerk-Treasurer of the City of Huntsville, Alabama.

ADOPTED this the 24th day of September, 2015.

President of the City Council of
the City of Huntsville, Alabama

APPROVED this the 24th day of September, 2015.

Mayor of the City of
Huntsville, Alabama

STATE OF ALABAMA)

COUNTY OF MADISON)

Modification No. 7 to the Agreement Between the City of Huntsville, Alabama and Behavioral Health Systems, Inc., dated September 10, 2015, as adopted by City Council pursuant to Resolution No. 06-999 and modified by Resolution No. 09-842, 10-416, 10-837, 11-686, 13-754, and 14-844

MODIFICATION NO. 7

THIS MODIFICATION NO. 7 IS MADE TO THE AGREEMENT entitled “Managed Care/Employee Assistance Plan Agreement” between the City of Huntsville, Alabama and Behavioral Health Systems, Inc., and is entered into on this the 24th day of September, 2015 by and between the City of Huntsville, Alabama (City) and Behavioral Health Systems, Inc. (BHS).

WITNESSETH

WHEREAS, the parties previously entered into a Managed Care/Employee Assistance Plan Agreement effective January 1, 2007. The attached Addendum B replaces the existing Addendum B in its entirety; and

WHEREAS, Addendum B of said Agreement is “Behavioral Health Systems Employee Assistance Program Services, Fee for Service Rate Schedule, City of Huntsville”; and

WHEREAS, said Addendum B describes the fees charged to the City by BHS for Management services; and

WHEREAS, the City desires to amend the plan to include BHS Online Work/Life services which include identity monitoring and theft resolution services for eligible employees as part of the BHS program at the rate set forth in Addendum B;

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, BHS and the City agree to the following modification to the Agreement:

1. BHS Online Work/Life services shall be included as part of the BHS program at the rate set forth in Addendum B, attached hereto, effective January 1, 2016.
2. All other provisions of said Agreement shall remain in full force and effect

IN WITNESS WHEREOF, the parties hereto have entered into this agreement, consisting of this page and one (1) following page, on the 24th day of September, 2015.

President of the City Council of the
City of Huntsville, Alabama
Date: 9-24-2015

THE CITY OF HUNTSVILLE, ALABAMA

DATE: 9-24-2015

By: _____
Mayor Tommy Battle

ATTEST:

By: _____

Behavioral Health Systems, INC.

DATE: 9/14/2015

By: Deborah L. Stephens

ATTEST:

By: 

BEHAVIORAL HEALTH SYSTEMS
EMPLOYEE ASSISTANCE PROGRAM SERVICES
FEE FOR SERVICE RATE SCHEDULE
 City of Huntsville

MANAGEMENT SERVICES ⁽¹⁾

FEES

<u>Consultation/Technical Assistance</u> – Assistance in the benefit plan design, development and implementation of written corporate policies and procedures (sexual harassment, workplace violence, drug-free workplace, etc.); pharmacy/other claims analyses.	\$250/hour
<u>Critical Incident/Crisis Response</u> – Coordination with onsite contact(s) and local authorities, assessment of incident needs, development of response plan, locating/securing trained clinicians, printed materials for employees, evaluation and follow-up (24/7 onsite response within 2 hours of call).	\$250/hour ⁽²⁾
<u>Conflict Mediation</u> – Communication with involved parties, assessment of situation, recommendations for response, onsite consultation, counselor-led mediation session and follow-up.	\$250/hour
<u>Downsizing/Outpatient Counseling</u> – Includes onsite counselor(s) for group or individual counseling, written materials, resource information, and follow-up.	\$200/hour
<u>Employee Health Fairs/Other Onsite Representation</u> – Includes BHS representative, promotional material (magnets, pens, etc.), resource information and brochures.	\$150/hour
<u>Employee Orientation (Groups up to 100)</u> – Employee in-services to inform all employees of EAP benefits.	As quoted ⁽¹⁾
<u>Employee Awareness and Education</u> – On-going distribution of posters, payroll stuffers, newsletter articles and employee letters related to EAP benefits.	As quoted
<u>Employee Wallet Cards/Member Guides/Promotional Materials</u>	As quoted
<u>Online Work/Life</u> – Online work/life service which includes unlimited access to a comprehensive website with searchable databases and education materials (topics include, but not limited to: Child Care, Adult Care, Adoption Assistance, Education Assistance, Health and Well-Being and Daily Living).	.20 per employee per month
<u>Employee Wellness Program</u> – Full complement of wellness-related services. Refer to Wellness Program details.	As quoted
<u>Telephone Management Consultation</u> – (one hour per incident)	No charge
<u>Statistical Reporting</u> – Standard BHS quarterly reports detailing utilization, referral source, costs, etc.	No charge

SUPERVISORY SERVICES ⁽¹⁾

Supervisory Follow-up (incident-specific) – Meetings with supervisors to assist in problem resolution, quality assurance procedures, etc... \$250/hour

Manager/Supervisory Training – Initial/on-going training/workshops focusing on implementation of the EAP, how to identify a troubled employee, confrontation techniques, or other topic-specific training; includes all customized presentation materials (training outline, participant handouts, overhead/PowerPoint slides), locating/scheduling providers, participant certificates and evaluations, confirmation letters, and evaluation results. As quoted

Peer Support/Focus Groups \$250/hour

Pre-Certification Screenings/Case Management – In concert with employer's utilization review procedures, determines/recommends need for residential/inpatient/outpatient treatment and assists in referral process. \$100/hour

EMPLOYEE SERVICES (OTHER) ⁽¹⁾

Employee Workshops (Groups up to 50) – Includes all customized presentation materials: workshop outline, participant handouts, overhead PowerPoint presentation, location/scheduling providers, participants certificates and evaluation, confirmation letter, and evaluation results. \$250

Online Training Programs – A series of discipline-specific training sessions designed to maintain requirements for CEU credit(s). As quoted

Footnotes:

- (1) Travel expenses shall be billed separately, as applicable.
- (2) Prices may vary depending upon type of crisis, location, number of counselors needed to respond, and date/time onsite services are requested.
- (3) Based upon number of participants, topic location and allowance notice, and resources required.

NOTIFICATION POLICY: There will be an additional fee of \$100 per hour for any employer onsite service that is requested with less than 72 hours notice (non-critical incident).

CANCELLATION POLICY: A cancellation fee may be billed for any onsite service(s) cancelled with less than 72 hours notice.