



# HUMAN RESOURCES DEPARTMENT

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LAURA S. ARMOR  
Director

January 9, 2007

Board of Supervisors  
County of Marin  
3501 Civic Center Drive  
San Rafael, CA 94903

**SUBJECT:** Renewal of agreement with Managed Health Network to administer the County's Employee Assistance Program

Dear Board Members:

**RECOMMENDATION:** It is recommended that your Board authorize the renewal and amendment of the agreement with Managed Health Network to administer the Employee Assistance Program (EAP) for County employees and their families from March 1, 2006 through February 28, 2007. A new three year contract will be forthcoming shortly.

**SUMMARY:** Managed Health Network has been providing Employee Assistance Program services to County employees and their families since March 2000. MHN has provided a wide variety of confidential services to employees such as stress reduction sessions; drug and alcohol abuse counseling; and marital, relationship and family counseling among others. MHN also provides "life management services," which include legal, financial, and credit counseling, and eldercare and childcare advice and referrals. Employees who have used MHN's services have indicated a high level of satisfaction with the services provided.

Management consultation is available to provide guidance and assistance to supervisors dealing with job performance or conduct issues. During times of catastrophe, loss (including the death of a co-worker), or major change in a department, MHN can provide "Critical Incident Stress Debriefing" led by counselors experienced in the field. The renewal of this contract would continue providing such services to the 2000+ County employees and their families.

The presentation of this contract was delayed due to multiple reviews by several County departments and representatives of MHN. Because of previous contract history, MHN has been providing services to County employees and their families during the period of these new contract reviews and revisions.

**FISCAL IMPACT:** The cost for the remainder of the contract is \$101,581.50. There is no fiscal impact for this year as funds are budgeted in account number 3500016100.

Letter to Board of Supervisors – Managed Health Network

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**REVIEWED BY:**     Auditor Controller             N/A  
                          County Counsel             N/A  
                          Human Resources            N/A

Respectfully submitted,

Laura Armor  
Director of Human Resources

cc: Janet Bosnich, Principal Personnel Analyst, Human Resources  
      Danny Briones, Accounting Manager, Auditor-Controller  
      Matt Bronson, Principal Administrative Analyst, County Administrator  
      Lisa Cutten, Employee Benefits Supervisor, Human Resources  
      Dan Eilerman, Principal Administrative Analyst, County Administrator  
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      Gerry Norton, Principal Personnel Analyst, Human Resources  
      Liz Paris, Deputy Director, Human Resources  
      Bargaining Units  
      Department Heads