




**EAST BAY REGIONAL PARK DISTRICT
BOARD OF DIRECTORS MEETING
AGENDA STAFF REPORT**

DATE	May 20, 2025
TITLE	Authorization to Execute a Contract Amendment and Extension with Concern for Continued Employee Assistance Program Services for All Park District Staff and the First Responder Program for Eligible Public Safety Staff for a Total Contract Increase of \$114,000.
DIVISION	Human Resources
FROM	Monica Alvarez-Selles, Benefits Manager / Alma Balmes, Risk Manager Jessica Romeo, Assistant General Manager of Human Resources
APPROVED	Sabrina Landreth, General Manager 

RECOMMENDATION

The General Manager recommends that the Board of Directors authorize a contract amendment to extend Employee Assistance Program (EAP) services with Concern effective June 1, 2025, through December 31, 2026. General EAP services will continue for all East Bay Regional Park District (Park District) employees for \$93,000 and the first responder program services add-on will remain available for eligible staff in the Public Safety Division for an estimated additional cost of \$21,000 for a total Concern contract extension amount of \$114,000.00 through the extended contract period.

BACKGROUND

On April 18, 2023, the Board of Directors (Board) authorized the execution of a two-year contract with Concern through May 31, 2025 as the Park District's new EAP provider for employees following an unexpected cancellation of benefits through the prior provider MHN. Concern was able to continue to provide a program that included five (5) EAP counseling sessions per employee, per incident, in addition to 24-hours a day, 7-days per week, 365 days a year EAP Services, access to BetterHelp Counselors, six (6) hours of Critical Incident Response (CIR) debriefs with the option to purchase additional hours as needed, among other mental health and other confidential supportive services.

On April 2, 2024, the Board authorized an amendment to the Concern contract to add-on a First Responder Program for Police personnel, which opened access to a network of mental health professionals trained and experienced in working with sworn safety officers and other first responders. The added program provided specialized support to critical incidents and access to trauma-trained specialists who specialize in cognitive behavioral therapy, techniques to address PTSD, anxiety, and depression, as well as focus on providing timely response for CIR stress debriefing. The cost of the add-on program was supported by grant funds from the California Board of State and Community Corrections earmarked for wellness efforts to support law enforcement professionals. The amendment only included the add-on of the First Responder Program with no extension to the contract term valid through May 31, 2025.

ANALYSIS

Over the last year and a half, utilization of the EAP program has been consistent with both the General and First Responder program. At the end of the first quarter in 2025, an average of 13.57% non-first responders utilized the EAP and 28% of first responders used the program which included sworn peace officers, dispatchers, and police services technicians. Park District Public Safety employees have experienced an increased need for mental health support as a result of emergency response to calls and critical incident response services for Park District employees and members of the public. Within the last year, a total of four (4) Critical Incident Response (CIR) were provided to staff, including nonsworn staff, for trauma support. In total there were 31 participants, that met with a trained professional in a group session and pursued confidential access to a trained therapist for individual support.

FISCAL IMPACT

The Concern contract for general EAP to all staff is based on employee headcount. The Per Employee Per Month (PEPM) is currently at \$5.46, which is a 2% increase from the current contract rate due to increased utilization since the plan was implemented, which totals \$93,000. The cost for the First Responder Program for the extension period will increase to \$12.85, a 1.98% increase and totals \$21,000. Sufficient funds are available in both the Human Resources and Public Safety Divisions' existing 2025 budgets and no budget adjustments or additional appropriations will be required to fund the \$114,000 contract amendment and extension from June 1, 2025, through December 31, 2026.

ATTACHMENTS

No attachments.



**EAST BAY REGIONAL PARK DISTRICT
RESOLUTION NO. 2025 – 05 -
MAY 20, 2025**

**AUTHORIZATION TO EXECUTE A CONTRACT AMENDMENT AND
EXTENSION WITH CONCERN FOR CONTINUED EMPLOYEE ASSISTANCE
PROGRAM SERVICES FOR ALL PARK DISTRICT STAFF AND THE FIRST
RESPONDER PROGRAM FOR ELIGIBLE PUBLIC SAFETY STAFF FOR A TOTAL
CONTRACT INCREASE OF \$114,000**

WHEREAS, the East Bay Regional Park District (Park District) has agreed to provide an Employee Assistance Program (EAP) to all its employees including Permanent, Temporary, Seasonal Staff, and Elected Officials; and

WHEREAS, Concern has an existing contract with the Park District to provide EAP services to all employees that will expire on May 31, 2025 at a rate of \$5.35 Per Employee Per Month (PEPM) for non-First Responders; and

WHEREAS, the Public Safety Division has elected to extend the First Responder Program at a rate of \$12.85 PEPM for eligible employees in the Public Safety Division; and

WHEREAS, the increased PEPM rate for general EAP services is \$93,000 and the First Responder Program is \$21,000 for an 18-month contract extension totals \$114,000.00; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the East Bay Regional Park District hereby authorizes an extension to the Concern contract increasing the total contract amount by \$114,000.00 and extends the contract term through December 31, 2026; and

BE IT FURTHER RESOLVED, that the General Manager is hereby authorized and directed, on behalf of the Park District and in its name, to execute and deliver such documents and to do such acts as may be deemed necessary or appropriate to accomplish the intentions of this resolution.

Moved by Director _____, and seconded by Director _____, and
adopted May 20, 2025, by the following vote:

FOR:

AGAINST:

ABSTAIN:

ABSENT: