

VILLAGE OF ORLAND PARK

14700 Ravinia Avenue
Orland Park, IL 60462
www.orland-park.il.us



Meeting Minutes

Monday, November 9, 2009

6:30 PM

Village Hall

Finance Committee

Chairman Edward G. Schussler
Trustees Bernard A. Murphy and Kathleen M. Fenton
Village Clerk David P. Maher

CALL TO ORDER/ROLL CALL

Trustee Schussler entered the meeting at 6:34 PM and the meeting was called to order at 6:35 PM.

Present: 3 - Chairman Schussler; Trustee Murphy and Trustee Fenton

APPROVAL OF MINUTES**2009-0497 Approval of the October 12, 2009 Finance Committee Minutes**

I move to approve the Minutes of the Regular Meeting of the Finance Committee of October 12, 2009.

A motion was made by Trustee Kathleen Fenton, seconded by Trustee Bernard Murphy, that this matter be APPROVED. The motion CARRIED by the following vote:

Aye: 3 - Chairman Schussler, Trustee Murphy, and Trustee Fenton

Nay: 0

ITEMS FOR SEPARATE ACTION**2009-0539 EAP and Crisis Response Program**

Village Manager Paul Grimes stated that the Village of Orland Park has contracted with Metropolitan Family Services (MFS) for the Crisis Response and Employee Assistance (EAP) Programs since the mid 1990s. The quality of these programs has been strong and provides an invaluable service to the Village. Since the mid 1990s we have paid MFS an annual fee ranging from \$60,000 - \$66,000 for these services. Recently, we requested that MFS provide a breakdown of the expenses associated with the Crisis Response Program versus the expenses associated with the EAP.

Upon receipt of this expense breakdown, staff requested that The Horton Group analyze and market the Crisis Response/EAP Programs and learned that the Crisis Response program offered by MFS is unique. The program assists the Police Department with various issues that affect the community, such as but not limited to, on-site/telephonic concerns and/or escalated crisis situations involving substance abuse, delinquent behavior, domestic violence/family disputes, parent/child conflict, suicide related incidents and neglect.

The EAP program is more similar to other EAP programs; however, it offers an unlimited plan whereas other plans typically have an annual limit on the number of counseling sessions an employee can attend. Our usage history indicates that some employees attend weekly counseling sessions, thus providing for a need to maintain an unlimited plan. Attached is a summary of the proposals provided by prospective EAP vendors, as well as the proposal from MFS.

During this process, MFS provided us with information regarding the expenses associated with the specific services offered. In addition, they provided us with a breakdown of various levels of EAP services and offered to provide services using their EAN network, allowing for additional services than our prior EAP plan structure at a lower cost than prior years. Quotes and services for the following MFS EAP/Work-Life models are outlined in the attachments. Four levels of service were quoted:

Core (3 session counseling model)	\$1.65 per employee/per month
Enhanced (6 session counseling model)	\$2.00 per employee/per month
Premium (9 session counseling model)	\$2.75 per employee/per month
Unlimited (true unlimited)	\$19,500 flat annual fee

After careful consideration of the plans and the service levels provided by MFS, staff's recommendation is to continue to contract with MFS in FY2010 for the Crisis Response and EAP Programs utilizing the "Unlimited" EAP model.

I move to recommend to the Village Board to approve Metropolitan Family Services to provide Crisis Response and Employee Assistance Programs effective January 1, 2010 at a cost not to exceed \$52,000.

And

To retain the Horton Group's services for this purpose at the recommended rate for FY2010.

ADJOURNMENT - 6:41

A motion was made that this matter be ADJOURNED. The motion CARRIED by the following vote:

Aye: 3 - Chairman Schussler, Trustee Murphy, and Trustee Fenton

Nay: 0

/mpr

APPROVED:

Respectfully Submitted,

David P. Maher, Village Clerk