

V. GROUP HEALTH AND RELATED BENEFITS

G. EMPLOYEE SERVICES

1. Employee Assistance Program (EAP)

The City recognizes that a wide range of personal issues not directly associated with an individual's job function can arise that may have detrimental effects on an employee's ability to perform their job at the expected level. It is in the interest of employees and the City to provide an effective program to assist employees and their families in resolving these difficult circumstances. The employee assistance program (EAP) provides consultation services for referrals to local community treatment resources. Full-time, part-time, extra-board and dependents of employees are eligible to use this program and are encouraged to do so. Employee visits to the EAP are confidential.

Participation in the EAP does not excuse employees from complying with normal City policies or from meeting normal job requirements during or after receiving EAP assistance, nor will participation in the EAP prevent the City from taking disciplinary action against any employee for performance problems that occur before or after the employee's seeking assistance through the EAP. Under limited circumstances, the department director or designee may in conjunction with the Human Resources Manager, place an employee under a mandatory management referral with the EAP. See attached form. Management Referral Form (Attachment L).

Employees interested in learning more about the EAP should contact New Directions Behavioral Health (913) 982-8398 or (800) 624-5544, visit their website at www.ndbh.com or contact the Human Resources division.

2. City of Lawrence Health Activities Management Program (CHAMP)

The City of Lawrence provides an active wellness program for the purposes of increasing the general health and well-being of all employees, reducing health care costs, and decreasing sick leave usage and health risks of employees. The program is coordinated by a committee of department representatives. The CHAMP program provides a variety of options for employees, including; discounts on Parks & Recreation fitness classes, corporate rates for Fitness Clubs, annual Health Risk Appraisals, and Flu Shots. For more information, contact the Human Resources division.

3. Employee Relations Council (ERC)

The Employee Relations Council of the City of Lawrence is a committee of City employees formed to represent the various departments. Members collect and discuss opinions on matters of interest. The Council is comprised of elected representatives from the various departments and act as a source of information for the City Manager and the represented employees.

4. Lawrence Excellence Awards Program (LEAP)

LEAP provides a broad-based program of employee recognition allowing management as well as peers to recognize employees for performance and efforts which exemplify standards of excellence and dedication within the City of Lawrence workforce in the delivery of services to our customers, the citizens, and fellow employees.

5. Employee Benefits Committee and Employee Healthcare Committee

The City of Lawrence Healthcare Committee will review the cost, utilization and efficiency of the healthcare programs each year and is devoted to balancing the best interest of the City and the best interest of employees in order to establish and maintain a high quality, cost effective healthcare plan. The City of Lawrence Benefits Committee will review existing employee benefit programs and make recommendations for the improvement, addition, or deletion of programs to the City Manager. If you would like to participate as a committee member in CHAMP, ERC, LEAP or the Benefits and Healthcare Committee, please contact Human Resources. See Attachment M: Benefit Objectives