



## FLAGLER BEACH CITY COMMISSION

**Meeting Date:** June 27, 2024

**Issue:** Approve the renewal contract for the Employee Assistance Program (EAP) provided by Dr. Townsend and Associates.

**From:** Liz Mathis, Human Resource Officer

**Organization:** City of Flagler Beach

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**RECOMMENDATION:**

Approve the renewal contract for the Employee Assistance Program (EAP) provided by Dr. Townsend and Associates effective 7/01/2024 to 6/30/2025 and approve the Mayor to sign any necessary documents.

**BACKGROUND:** The Employee Assistance Program provides each employee voluntary access to an Employee Assistance Professional for up to 3 visits per year. The program also provides the City with a vehicle for evaluating and/or assisting employees who may have issues that are contributing to a decline in job performance. Townsend and Associates also provides new police recruit evaluations. See attached renewal agreement from Dr. Townsend and Associates. The contract remains the same.

**BUDGETARY IMPACT:** The yearly contract remains the same and there has been no increase to the contract cost.

**LEGAL CONSIDERATIONS/SIGN-OFF:**

**PERSONNEL:**

**POLICY/REQUIREMENT FOR BOARD ACTION:**

**IMPLEMENTATION/COORDINATION:**

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**Attachments**