

RESOLUTION
of the
BOROUGH OF NEW PROVIDENCE
Resolution No. 2015-136

Council Meeting Date: 03-23-2015

Date Adopted: 03-23-2015

TITLE: RESOLUTION APPROVING CONTRACT WITH TRINITAS REGIONAL
MEDICAL CENTER C.A.R.E./E.A.P. FOR AN EMPLOYEE ASSISTANCE
PROGRAM

Councilperson _____ submitted the following resolution,
which was duly seconded by Councilperson _____.

BE IT RESOLVED by the Mayor and Council of the Borough of New Providence,
in the County of Union and State of New Jersey, that they do hereby approve the
contract from Trinitas Regional Medical Center C.A.R.E./E.A.P., in the form as attached
hereto, for an employee assistance program for the term March 1, 2015 through
February 28, 2016 at the annual rate of \$3,800.00.

APPROVED, this 23rd day of March, 2015.

RECORD OF VOTE

	AYE	NAY	ABSENT	NOT VOTING
GALLUCCIO	X			
GENNARO	X			
KAPNER	X			
MADDEN	X			
MUÑOZ	X			
ROBINSON	X			
MORGAN			TO BREAK COUNCIL TIE VOTE	

I hereby certify that the above resolution was adopted at a meeting of the Borough Council held on the 23rd day of March, 2015.

Wendi B. Barry, Borough Clerk

**Trinitas Regional Medical Center
300 North Ave. East
Cranford, New Jersey, 07016**

**Comprehensive Assistance and Referral for Employees (C.A.R.E.)
Employee Assistance Program Agreement (E.A.P.)**

THIS AGREEMENT, made the 1st day of March 2015,

By and Between Trinitas Regional Medical Center, a non-profit corporation of the State of
New Jersey, with offices at 300 North Ave. East, Cranford, New Jersey
07016

Hereinafter designated "Trinitas Regional Medical Center C.A.R.E./E.A.P."

And Borough of New Providence

Hereinafter designated "Borough of New Providence"

WHEREAS, TRINITAS REGIONAL MEDICAL CENTER C.A.R.E./E.A.P. provides assistance to business and governmental organizations in connection with the design, implementation, and maintenance of Employee Assistance Programs for employees of such business and governmental organizations;

WHEREAS, BOROUGH OF NEW PROVIDENCE desires that such a program should be available to its employees.

WITNESSETH that for and in consideration of the mutual promises herein contained, it is understood and agreed as follows:

1. Trinitas Regional Medical Center C.A.R.E./E.A.P. will:
 - a. Assist in the design of an Employee Assistance Program for the Borough of New Providence and the development of supporting information for the Program. This shall include working with the Borough of New Providence management and appropriate staff such as personnel, medical and public relations.
 - b. Hold orientation sessions for all levels of the Borough of New Providence management, supervisory personnel, and employees to orient them to the employee assistance services according to schedules and locations mutually agreed upon.

- c. Provide assistance to the Borough of New Providence employees and members of their families through individual interviews and/or counseling for up to six (6) sessions. Such sessions will be in response to supervisor, management, or self-referrals and may be held at Borough of New Providence locations or at one of the Trinitas Regional Medical Center C.A.R.E./E.A.P. locations as mutually convenient to the parties involved.
- d. Where indicated, refer Borough of New Providence employees to other agencies and individuals for assistance. In making such referrals to other agencies, due regard will be given to the appropriateness of the referrals in view of the need, location, cost and available resources. Also, Borough of New Providence employees will be advised that they, and not the Borough of New Providence, shall be responsible for all costs and fees of any such agency for services rendered to them.
- e. Upon request, consult with individual Borough of New Providence supervisors regarding potential or actual supervisory referrals.
- f. Provide Critical Incident Stress De-briefings for managers and employees following traumatic events at a rate of **\$125** per hour.
- g. Provide Borough of New Providence on a quarterly basis a report of the progress of the Borough of New Providence Employee Assistance Program.
- h. Such reports shall include a statistical analysis of the numbers and types of referrals.
- i. Designate an Account Manager to represent Trinitas Regional Medical Center C.A.R.E./E.A.P. to the Borough of New Providence in day-to-day contact regarding the services covered by this agreement.
- j. Represent and warrant that all of the aforesaid services and treatments to be rendered by it will be conducted by duly qualified and, if required, licensed and or certified personnel, and that any and all referrals made by it will be made to such duly qualified and licensed personnel.
- k. Provide proof of professional liability and public liability insurance to the Borough of New Providence upon request. The Borough of New Providence will not be responsible for any malpractice suit that may arise as a result of treatment rendered by Trinitas Regional Medical Center C.A.R.E./E.A.P. hereunder.

