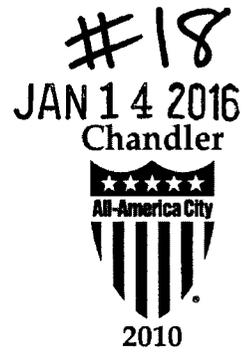




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**MEMORANDUM Human Resources**

**DATE:** JANUARY 14, 2016

**TO:** MAYOR & COUNCIL

**THRU:** MARSHA REED, ACTING CITY MANAGER *MR*

**FROM:** DEBRA STAPLETON, HUMAN RESOURCES DIRECTOR *JAS*

**SUBJECT:** APPROVAL OF A TRANSFER OF GENERAL FUND NON-DEPARTMENTAL CONTINGENCY APPROPRIATION TO THE HUMAN RESOURCES DIVISION, HEALTH BENEFITS TRUST FUND PERSONNEL ACCOUNT IN THE AMOUNT OF \$42,000 FOR FUNDING A NEW WELLNESS COORDINATOR POSITION BEGINNING FISCAL YEAR (FY) 2015-16

**RECOMMENDATION**

Staff recommends that City Council approve the transfer of General Fund Non-Departmental Contingency appropriation (101.1290.5911) to the Human Resources Division, Health Benefits Trust Fund personnel account (741.1250.5110) in the amount of \$42,000 to allow revenue received from Blue Cross/Blue Shield (BC/BS) to be spent towards a new Wellness Coordinator beginning FY 2015-2016.

**BACKGROUND**

City staff concluded a Request for Proposal (RFP) process in September 2015, for a healthcare provider and third party administrator for the City's self-insured medical plan. BC/BS of Arizona was selected and the new contract was approved by Council to be in effect on January 1, 2016. As part of the negotiations, BC/BS agreed to fund a fulltime Wellness Coordinator position that will be responsible for managing the City-wide wellness program. This funding, which is \$100,000 per year for each year of the seven (7) year contract term, will be available in January of 2016. Staff was unable to recommend the addition of this position for the FY 2015-2016 budget as the contract negotiation was completed after the City's budget was approved. City staff recommends that this position be filled mid-year FY 2015-16, using funds provided by BC/BS.

**FINANCIAL IMPLICATIONS**

A transfer of General Fund Non-Departmental Contingency appropriation (101.1290.5911) to the Human Resources Division, Health Benefits Trust Fund personnel account (741.1250.5110) in

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the amount of \$42,000 is needed to allow revenue received from BC/BS to be spent towards a new Wellness Coordinator for five (5) months of FY 2015-2016.

**PROPOSED MOTION**

Move to approve the transfer of General Fund Non-Departmental Contingency appropriation (101.1290.5911) to the Human Resources Division, Health Benefits Trust Fund personnel account (741.1250.5110) in the amount of \$42,000 to allow revenue received from Blue Cross/Blue Shield (BC/BS) to be spent towards a new Wellness Coordinator beginning FY 2015-2016.

c: Nachie Marquez, Assistant City Manager