



Legislation Text

File #: 82889, Version: 1

**Fiscal Note**

The proposed ordinance moves the Employee Assistance Program Administrator position from its current compensation group (CG) 18 to CG 21 and changes the name to EAP Director. A separate resolution, legislative file #82836, creates the classification of EAP Director.

**Title**

Amending Section 3.04 and Section 3.54(9)(b) of the Madison General Ordinances related to the Employee Assistance Program to change the title EAP Administrator to EAP Director and add EAP Director to the list of non-civil service CG 21 Managerial Employees.

**Body**

DRAFTER'S ANALYSIS: This ordinance moves the Employee Assistance Program (EAP) Administrator from its current CG 18 classification to a non-civil service CG 21 classification and changes the name from EAP Administrator to EAP Director in the ordinances.

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The Common Council of the City of Madison do hereby ordain as follows:

1. Section 3.04 of the Madison General Ordinances entitled "Employee Assistance Programs (EAP)" of the Madison General Ordinances is amended as follows:

**"3.04 EMPLOYEE ASSISTANCE PROGRAMS (EAP).**

Under the supervision of the EAP ~~Administrator~~ Director, or designee, the City shall provide Employee Assistance services and related training to employees and family members. This shall also include delivering and managing:

- (1) A Critical Incident Stress Management (CISM) program for the organization and employees;
- (2) The supervision of two First Responder Peer Support Teams; and
- (3) An EAP Facilitator Network.

The City's EAP program delivery structure includes the use of an external vendor for back up and specialized services, to include conflict mediation, trauma specialists and couple counseling, etc. The Mayor, or designee, will have operational oversight for budget allocation, personnel management and program utilization accountability. The EAP ~~Administrator~~ Director will produce an annual utilization report and make recommendations for program and organizational improvements."

2. Subsection (b) entitled "Positions" of Subsection (9) entitled "Compensation of Managerial Employees" of Section 3.54 entitled "Compensation Plan" is amended as follows:

- (b) Positions. This subsection shall apply to the following positions:  
 Building Inspection Division Director  
 City Assessor  
 City Attorney  
 City Clerk

City Engineer  
City Traffic Engineer  
Civil Rights Director  
Department of Community Development Authority, Director  
Community Development Division, Executive Director  
Economic Development Division, Director  
Employee Assistance Program Director  
Finance Director  
Fire Chief  
Fleet Service Superintendent  
Human Resources Director  
Independent Police Monitor  
Information Technology Director  
Library Director  
Monona Terrace Director  
Parking Division Manager  
Parks Superintendent  
Planning & Community & Economic Development, Director of Department of Planning Division  
Director  
Police Chief  
Public Works Director  
Street Superintendent  
Transit Chief Administrative Officer  
Transit Chief Development Officer  
Transit Chief Maintenance Officer  
Transit Chief Operating Officer  
Transit General Manager  
Transportation Director  
Water Utility General Manager