TO: Council
              Mayor Stinchcomb

FROM: Sue Wadley, Director of Human Resources

DATE: March 6, 2014

SUBJECT: Human Resources Council Report

Action Item 1—Enter into an with Zero Chaos to administer our Pre-employment, post-accident and ODOT random substance abuse testing.

The Drug free work place act of 1988 requires employers to provide a drug free environment for all employees. Also, the Ohio Department of Transportation mandates random substance abuse screening for all individual whose position requires the use of a CDL driver's license. Our Streets and Service Equipment Operators have this requirement.

Up until this time, we have utilized Foley Carrier Service as our vendor to administer this process. Foley utilizes two local facilities Zero Chaos and LabCorp as locations to do the blood draws. At times, we have experienced a few challenges for over hours testing for those individuals that must comply with post-accident substance abuse testing.

At this time, I am respectfully requesting authorization for the Mayor to enter into an agreement directly with Zero Chaos. Zero Chaos is located here in the City of Gahanna and offers better options to meet our needs for after hours testing. By entering into this agreement with Zero Chaos, we expect to see an annual cost reduction of approximately $3,600.00 as well as an improvement the process and efficiencies.

In order for the agreement to be in effect by April 1, 2014; I am respectfully requesting an emergency.

Council Update – COHCC eligibility audit

As part of the ongoing commitment to cost containment and to offer the best healthcare benefits possible to employees and their family members, the COHCC will be conducting a dependent eligibility audit of all dependents on the Healthcare plan. It is not uncommon to have ineligible individuals enrolled on insurance plans (such as ex-spouses or grandchildren). The audit will be conducted during March and April.

Should you have any further questions, please do not hesitate in contacting me.
Thank you!
Sue