



**Tacoma  
Housing  
Authority**

**Executive Director**  
Michael Mirra

**Board of Commissioners**  
Stanley Rumbaugh, Chair | Shennetta Smith, Vice Chair  
Dr. Minh-Anh Hodge | Derek Young | Pastor Michael Purter

To: THA Staff  
 From: Michael Mirra, Executive Director  
 Date: December 1, 2020  
 Cc: Stanley Rumbaugh, THA Chair  
 Subject: **Executive Action #15** – Allow otherwise non-benefit eligible employees to be given access to THA’s new Cascade Center EAP on a one-time basis

THA Board Resolution 2020-03-18(1) allows the Executive Director (or his designee) to take emergency actions during the COVID-19 pandemic that he deems necessary to ensure continued operations of Tacoma Housing Authority (THA) while protecting its employees, clients, vendors, partners and the community as a whole.

THA has contracted with Cascade Center Employee Assistance Program (EAP) with upgraded services the show below. Because we are concerned about all our employees, on a one-time basis for the duration of this Executive Action, otherwise non-benefit eligible staff, (Keyholders, interns, THA-paid temporary staff) will be given access to these services. This one-time benefit does not impact these employees’ eligibility for any other benefits.

<b>EAP benefits</b>	
<ul style="list-style-type: none"> <li>• Access to articles, calculators, legal forms, 1000s of videos</li> <li>• Chat for well-being support</li> <li>• Mobile optimized for exceptional smart phone viewing</li> <li>• Behavioral Telehealth</li> <li>• Well-being Text Support</li> <li>• Employee Well-being Services</li> <li>• Life Coaching</li> <li>• Housing Support</li> <li>• Concierge Services</li> <li>• Identity theft services</li> <li>• Eldercare Services</li> </ul>	<ul style="list-style-type: none"> <li>• Childcare and Education services</li> <li>• Gym Membership Discounts</li> <li>• Compassion Fatigue Support</li> <li>• Work / Family / Life Services</li> <li>• Legal/Mediation Services</li> <li>• Enhanced financial coaching</li> <li>• Improve personal growth with web-based courses</li> </ul>
<b>Enhanced Member Experience</b> Text support, online scheduling, mobile app, Telehealth, 24/7 crisis support, video, phone, chat	

**This policy change is effective as of December 1, 2020.**