



SACOG Board of Directors

Item #14-6-7
Consent

June 12, 2014

Approve Request for Proposals for Human Resources Consulting Services

Issue: Should SACOG release a request for proposals (RFP) for human resources consulting services?

Recommendation: The Government Relations & Public Affairs Committee unanimously recommends that the Board authorize the Chief Executive Officer to release an RFP for human resources consulting services and enter into any necessary contracts for up to \$100,000.

Committee Action/Discussion: As has been discussed with the Committee and the Board, over the last several years, SACOG has worked to develop a flatter organizational structure that is more efficient and flexible to respond to changing work and member needs, that provides opportunities for staff development, and that reflects the organizational values adopted by the Board in 2010. To date, most of the work to analyze the current organizational structure, identify alternatives, and implement changes has all been done by existing SACOG staff.

In late 2013, SACOG's primary HR staff member retired, and that position has not been filled. Staff hired an HR consultant to assess SACOG's HR capacity and make recommendations moving forward. Staff has extended that contract to implement a new performance evaluation system that matches SACOG's new teaming focus. The combination of these projects is within the CEO's contracting authority.

In lieu of filling the HR position at this time, staff is seeking authorization to release an RFP for human resources consulting services up to \$100,000. The consultant would provide on-call HR assistance as we continue to assess our staffing needs and would assist in preparing revisions to the our classification plan to reflect SACOG's new structure, expanding our training and professional development program, and providing training to team managers.

These services are a blend of what would be performed by an HR Director and an outside consultant. The services will be augmented by SACOG's HR team, which includes management staff as well as a full-time HR assistant. Due to SACOG's staff size (approximately 60 employees), staff recommends this approach as we continue to address near term HR needs and assess options for a permanent solution moving forward. This proposed expenditure is included in the Fiscal Year 2014-2015 budget.

Approved by:

Mike McKeever
Chief Executive Officer

MM:EJ:ts

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