



# Mendocino County

## Legislation Text

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File #: 22-0513, Version: 1

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**To:** Board of Supervisors

**From:** Human Resources

**Meeting Date:** July 12, 2022

**Department Contact:** Denise Bartolomei

**Phone:** 707-234-6600

**Item Type:** Consent Agenda

**Time Allocated for Item:** N/A

**Agenda Title:**

Approval of Retroactive Third Amendment to BOS Agreement No. 16-053 (Fifth Amendment Overall) with NEOGOV in the Amount of \$28,649 for Fiscal Year 22/23 for a New Agreement Amount of \$262,236 and Extending the Agreement Expiration Date from June 30, 2022 to June 30, 2023, for Continued Subscription to Online Employment Services Software and Licensing of Insight Enterprise Edition and Perform and Position Control Integration to Include Recruitment, Selection, Applicant Tracking, Report and Analysis, HR Automation Services and Unlimited Customer Service Support, Position Control Integration and Subscription with Governmentjobs.com for Unlimited Job Posting and Advertisement

**Recommended Action/Motion:**

Approve Retroactive Third Amendment to BOS Agreement No. 16-053 with NEOGOV in the amount of \$28,649 for fiscal year 22/23 for a new Agreement amount of \$262,236, and extending the Agreement expiration date from June 30, 2022 to June 30, 2023, for continued subscription to online employment services software and licensing of Insight Enterprise Edition and Perform and Position Control Integration to include recruitment, selection, applicant tracking, report and analysis, HR automation services and unlimited customer service support, position control integration and subscription with Governmentjobs.com for unlimited job posting and advertisement; authorize the Human Resources Director to sign any future amendments that do not exceed a 12% increase over fiscal year 22/23 rates, for a period not to exceed three years; and authorize Chair to sign same.

**Previous Board/Board Committee Actions:**

On July 12, 2016, the Board approved Agreement No. 16-053 with NEOGOV. On May 22, 2018, the Board approved amendment to Agreement No. 16-053 A-1 and on May 19, 2020, the Board approved amendment to Agreement No. 16-053 A-2.

**Summary of Request:**

A primary duty of the Human Resources department is to recruit, manage, develop and retain a qualified work force. Candidates must go through an application and screening process that verifies they meet minimum qualifications of the position they have applied for. Human Resources is tasked with screening the nearly four thousand applications received annually for open positions.

The software services provided to Human Resources through NEOGOV over the last several years have proven

to be advantageous to the recruitment process by increasing work flow and decreasing staff time previously dedicated to manual screening of applicant qualifications. The department is satisfied with the current services and requests to extend the Agreement for an additional year.

This request is retroactive because staff was unable to obtain required signatures prior to the last Board meeting of the previous fiscal year.

**Alternative Action/Motion:**

Return to Human Resources with further direction.

**Does This Item Support the General Plan?** N/A

**Strategic Plan Priority Designation:** An Effective County Government

**Supervisory District:** All

**vote requirement:** Majority

**Supplemental Information Available Online At:** N/A

**Fiscal Details:**

**source of funding:** 1320

**current f/y cost:** \$25,351

**annual recurring cost:** \$28,649

**budget clarification:** FY 22/23-\$28,649

**budgeted in current f/y:** No

**if no, please describe:**

**revenue agreement:** No

**Agreement/Resolution/Ordinance Approved by County Counsel:** Yes

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**CEO Liaison:** Cherie Johnson, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

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Executed By: Atlas Pearson, Deputy Clerk II

Date: July 13, 2022

Final Status:Approved

Executed Item Type: Agreement Number: 16-053-A3

