



Mendocino County

Legislation Text

File #: 18-2249, **Version:** 1

To: Board of Supervisors

From: Human Resources

Meeting Date: November 13, 2018

Department Contact: Heidi Dunham

Phone: 234-6600

Department Contact: Juanie Cranmer

Phone: 234-6600

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Approval of Second Amendment to Board of Supervisors Agreement No. 17-128 with Koff and Associates to Increase Contract by the Amount of \$25,000, for a New Total Contract Amount Not to Exceed \$125,000 for a Total Compensation Study and Evaluation of the County's Classification and Compensation Plan, and to Revise Exhibit A - Definition of Services and Exhibit B - Payment Terms

Recommended Action/Motion:

Approve second Amendment to Board of Supervisors Agreement No. 17-128 with Koff and Associates to increase contract by the amount of \$25,000, for a new total contract amount not to exceed \$125,000 for a Total Compensation Study and Evaluation of the County's Classification and Compensation Plan, and to revise Exhibit A - Definition of Services and Exhibit B - Payment Terms; and authorize Chair to sign same.

Previous Board/Board Committee Actions:

On October 16, 2018 the Board approved Agreement No. 17-128-A1. On October 17, 2017, the Board approved Agreement No. 17-128.

Summary of Request:

On October 17, 2017, the Board of Supervisors approved an Agreement with Koff and Associates (Koff) for a base salary study and evaluation of the County's Classification and Compensation Plan. On September 25, 2018, a representative with Koff and Associates provided to the Board information covering the scope and purpose of the study, compensation methodologies, the study process, observations, and the timeline and plan for continuation of the review. On October 16, 2018, the Human Resources Director presented additional information to the Board regarding the project timeline and receiving direction to include total compensation as an element of the study.

Human Resources is requesting approval from the Board for this second amendment to BOS Agreement No. 17-128 to revise the Agreement to include a total compensation element and to increase the total contract amount by \$25,000 for a total amount not to exceed \$125,000. Revisions are included in the attached revised Exhibit A - Definition of Services and revised Exhibit B - Payment Terms.

Alternative Action/Motion:

Return to Human Resources with further direction.

Supplemental Information Available Online at: N/A

Fiscal Impact:

Source of Funding: HR 1320, HHSA 5020
Current F/Y Cost: GF \$50,325 and Non GF
\$41,175

Budgeted in Current F/Y: Yes
Annual Recurring Cost: N/A

Supervisory District: All

Vote Requirement: Majority

Agreement/Resolution/Ordinance Approved by County Counsel: Yes

CEO Liaison: Janelle Rau, Deputy CEO

CEO Review: Yes

CEO Comments:



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Executed By: Meribeth Dermond

Final Status: Approved

Date: **NOVEMBER 15, 2018**

Executed Item Number: Agreement Item Number: 17-128-A2

Note to Department Number of
Original Agreements Returned to
Dept: Two Original Agreement
Delivered to Auditor? Yes