

**FRESNO LOCAL AGENCY FORMATION COMMISSION (LAFCo)
EXECUTIVE OFFICER'S REPORT**

AGENDA ITEM No. 9

DATE: August 11, 2021

TO: Fresno Local Agency Formation Commission

FROM: David E. Fey, Executive Officer 

SUBJECT: Consider Approval - Issue a Request for Proposals for Contract Human Resources Services.

RECOMMENDATION: Direct staff to issue a Request for Proposals for Contract Human Resources Services.

Proposal

As an independent public agency, Fresno LAFCo conducts its personnel and employment practices according to the "Employee Handbook for Employees of the Fresno Local Agency Formation Commission" (adopted 2012 and last revised 2017). The Employee Handbook sets forth the policies applicable to all employees and contains the Commission's personnel policies and procedures and descriptions of employee benefits.

However, the scope of Human Resources ("HR") extends beyond information in the Employee Handbook and is subject to periodic changes of state and federal law. In order to maintain compliance with law, and to provide intermittent support to the Executive Officer, the Commission would benefit from a contract with a resourceful and experienced HR consultant as LAFCo transitions its Executive Officer.

Given Fresno LAFCo's independent nature, by contracting with a third-party HR consultant, the Commission would benefit from a "deeper bench" of experience. Finally, though your Executive Officer has occasionally relied on the generosity of Fresno County HR staff for advice and has used the County's HR website to copy and adapt the Commission's position descriptions, it is important to further mature LAFCo's operational independence by relying on an equally independent consultant, to be determined.

If so directed, staff will issue the request for proposals (draft attached as Attachment A). Upon receipt of the proposals, the Executive Officer will review the proposals and present the Commission with a recommended HR consultant. Funding for the HR consultant can be drawn from either the Commission's reserve or contingency funding, to be determined as a budget amendment when a consultant is selected.