



**MEMORANDUM
HUMAN RESOURCES**

TO: Board of Supervisors
FROM: Lori Walsh, Human Resources Director
SUBJECT: Liebert Cassidy Whitmore Consortium Contract

DATE: August 9, 2016

ACTION REQUESTED

Authorize the County Executive Officer to sign a contract with Liebert Cassidy Whitmore for services from the Gold Country Employment Relations Consortium, in the amount of \$5,230, for the period of FY 2016-2017.

BACKGROUND

Liebert Cassidy Whitmore provides access to the Gold Country Employment Relations Consortium (The Consortium). The Consortium committee selects a wide variety of topics for the analysts, supervisors, and managers such as employment relations, management rights and obligations, negotiation strategies, employment discrimination, performance evaluation, and administrative and legislative developments in personnel administration and employee relations, etc. This resource has been a vital part of growing the knowledge base of the Human Resources department.

This annual contract provides access to webinars, training courses, a telephone advice line and library resources related to various employment relations issues and topics. The telephone advice line is staffed by attorneys that can provide quick answers on isolated instances. This service does not include review of documents, in depth research, written responses (like an opinion letter), or advice on on-going legal matters. Liebert Cassidy Whitmore has been a long standing vendor providing these services to the Human Resources Department.

FISCAL IMPACT

The Human Resources Department has a budget of \$5,230 to pay for membership to The Consortium for FY 2016-2017.

Contract on file for review at Clerk of the Board.

