



Monterey County

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

Legistar File Number: A 19-345

September 24, 2019

Introduced: 9/9/2019

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

Approve and authorize the Director of Health or Assistant Director of Health to sign Amendment No. 2 with SkillSurvey Inc., increasing the amount by \$46,072 for a total Agreement not to exceed, \$128,541, for online employment reference assessment software system retroactive to September 18, 2019 through September 17, 2022 for a total term from September 17, 2013 through September 18, 2022.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Approve and authorize the Director of Health or Assistant Director of Health to sign Amendment No. 2 with SkillSurvey Inc., increasing the amount by \$46,072 for a total Agreement not to exceed, \$128,541, for online employment reference assessment software system retroactive to September 18, 2019 through September 17, 2022 for a total term from September 17, 2013 through September 18, 2022.

SUMMARY/DISCUSSION:

The Monterey County Health Department (MCHD) has been successfully using SkillSurvey Inc. (SkillSurvey) since 2013. SkillSurvey provides an automated online hiring reference check tool that has assisted MCHD Human Resources professionals with the ability to work with job candidates for a timely completion of the reference check process and provide hiring managers with a comprehensive candidate report to evaluate the candidates being considered.

The Agreement, along with subsequent Amendments contain non-standard payment provisions with each annual payment due at the beginning of the annual term. Because of the low risk nature of this Agreement, the industry standard of prepayment for software services and the successful use of the service since 2013, MCHD recommends the approval of these non-standard terms.

Negotiations regarding non-standard terms resulted in delays which prevented this Agreement from being brought before the Board prior to the renewal date of September 18, 2019.

This work supports the Monterey County Health Department 2018-2022 strategic plan initiatives: 4. Engage MCHD workforce and improve operational functions to meet current and developing population health needs. It also supports the following of the ten essential public health services, specifically: 8. Assure competent public and personal health care workforce.

OTHER AGENCY INVOLVEMENT:

County Counsel-Risk Management and Auditor-Controller have reviewed and approved as to legal

form and fiscal provisions, respectively.

FINANCING:

There are sufficient appropriations in the Health Department's FY 2019-20 Adopted Budget for Administration (HEA014-8438).

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Check the related Board of Supervisors Strategic Initiatives:

Economic Development:

- Through collaboration, strengthen economic development to ensure a diversified and healthy economy.

Administration:

- Promote an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability and transparency.

Health & Human Services:

- Improve health and quality of life through County supported policies, programs, and services; promoting access to equitable opportunities for healthy choices and healthy environments in collaboration with communities.

Infrastructure:

- Plan and develop a sustainable, physical infrastructure that improves the quality of life for County residents and supports economic development results.

Public Safety:

- Create a safe environment for people to achieve their potential, leading businesses and communities to thrive and grow by reducing violent crimes as well as crimes in general.

Prepared by: Frances Stevens, MAII, x4532

Approved by: Elsa Jimenez, Director of Health, x4526

Attachments:

Amendment No. 2 is on file with the Clerk of the Board

Amendment No. 1 is on file with the Clerk of the Board

Agreement is on file with the Clerk of the Board