



Legislation Details (With Board Report)

**File #:** A 19-398      **Name:** SkillSurvey, Inc. Amendment No. 1  
**Type:** BoS Agreement      **Status:** Passed - Natividad Medical Center  
**File created:** 11/1/2019      **In control:** Board of Supervisors  
**On agenda:** 11/19/2019      **Final action:** 11/19/2019

**Title:** Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment No. 1 to the agreement with SkillSurvey, Inc. for online reference checking solution services to increase quality of hire and improve recruiting efficiency at NMC, extending the agreement an additional three (3) year period (December 31, 2019 through December 30, 2022) for a revised full agreement term of December 31, 2016 through December 30, 2022, and adding \$55,545 for a revised total agreement amount not to exceed \$111,234.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Board Report, 2. SkillSurvey Inc Amendment 1.pdf, 3. SkillSurvey Agreement.pdf, 4. Completed Board Order Item No. 22

Date	Ver.	Action By	Action	Result
11/19/2019	1	Board of Supervisors	approved - natividad medical center	Pass

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**RECOMMENDATION:**

**It is recommended the Board of Supervisors:**

Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute amendment No. 1 to the agreement with SkillSurvey, Inc. for online reference checking solution services to increase quality of hire and improve recruiting efficiency at NMC, extending the agreement an additional three (3) year period (December 31, 2019 through December 30, 2022) for a revised full agreement term of December 31, 2016 through December 30, 2022, and adding \$55,545 for a revised total agreement amount not to exceed \$111,234.

**SUMMARY/DISCUSSION:**

SkillSurvey, Inc., is an on-line automated software utilized to conduct employment reference checks in a consistent, timely, and cost-effective manner and will provide Natividad hiring managers with a comprehensive candidate report to evaluate the candidates being considered. SkillSurvey, Inc. is currently utilized by Natividad who entered into a three year agreement with them back in 2016 for \$55,698. The Department of Social Services and the Monterey County Health Department also have similar agreements with SkillSurvey, Inc.

Prior to the use of SkillSurvey, conducting reference checks was a manual process conducted by managers involving numerous phone calls and emails which was a more time intensive process than an electronic reference check process. In addition, the manual process provided less information to hiring managers than the electronic process that SkillSurvey offers. SkillSurvey’s on-line hiring reference

check tool has expedited the hiring process by providing a more comprehensive candidate report to evaluate candidates being considered for employment.

Approval of this Amendment will allow Natividad to continue to utilize the pre-employment reference check services.

**OTHER AGENCY INVOLVEMENT:**

County Counsel has reviewed and approved this amendment No. 1 as to legal form, and the Auditor-Controller has reviewed and approved as to payment provisions. The amendment No. 1 has also been reviewed and approved by NMC's Finance Committee on October 24, 2019 and by its Board of Trustees on November 1, 2019.

**FINANCING:**

The cost for amendment No. 1 is \$55,545, of which \$18,515 is included in the Fiscal Year 2019-20 Adopted Budget. Amounts for remaining years of the agreement will be included in those budgets as appropriate.

**BOARD OF SUPERVISORS STRATEGIC INITIATIVES:**

This amendment correlates to the Health and Human Services Strategic initiative adopted by the Board of Supervisors by allowing Natividad to continue their process and ability to hire highly qualified candidates through efficient and accurate assessment of the reference materials for potential hires.

- Economic Development
- Administration
- Health and Human Services
- Infrastructure
- Public Safety

Prepared by: Janine Bouyea, Human Resources Administrator, 783-2701

Approved by: Gary R. Gray, DO, Chief Executive Officer, 783-2553

Attachments:

- SkillSurvey, Inc. Amendment 1
- SkillSurvey, Inc. Agreement

Attachments on file with the Clerk of the Board