



# County of Monterey

**Item No.**

## Board Report

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

**Legistar File Number: A 24-535**

**December 03, 2024**

**Introduced:** 11/7/2024

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** BoS Agreement

- a. Approve and authorize the Director or designee of the Department of Social Services to sign a non-standard agreement with iCIMS for the provision of automated employment reference checks for the period of January 1, 2025 to December 31, 2027, in the amount of \$52,492; and
- b. Authorize the Director or designee of the Department of Social Services to sign up to three amendments to this Agreement where the total amendments do not exceed 10% (\$5,249) of the contract amount, do not significantly change the scope of work, and do not exceed the maximum aggregate amount of \$57,741.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Director or designee of the Department of Social Services to sign a non-standard agreement with iCIMS for the provision of automated employment reference checks for the period of January 1, 2025 to December 31, 2027, in the amount of \$52,492; and
- b. Authorize the Director or designee of the Department of Social Services to sign up to three amendments to this Agreement where the total amendments do not exceed 10% (\$5,249) of the contract amount, do not significantly change the scope of work, and do not exceed the maximum aggregate amount of \$57,741.

### SUMMARY/DISCUSSION:

This agreement provides the Department of Social Services (DSS), Human Resources and Aging and Adult Services, In Home Supportive Services Branches with a subscription service to Skill Survey, an online automated software system used to conduct employment reference checks and soft skills verification in a consistent, timely, and cost-effective manner. The online access expedites the hiring process for DSS employees and In Home Supportive Services providers. The aggregate data collected provides the hiring manager with a comprehensive, non-biased candidate report with which to evaluate the candidates being considered.

This agreement includes nonstandard language, including auto-renewal clause, payment provisions, additional electronic terms and conditions form.

### OTHER AGENCY INVOLVEMENT:

The Office of County Counsel has reviewed and approved the Agreements as to legal form, Auditor-Controller's Office reviewed the contract, but does not agree to the non-standard payment provisions.

FINANCING:

Funding for this agreement is provided with a combination of Social Services Federal, State and Realignment Funds. Sufficient appropriations and estimated revenues of \$17,497 are included in the Social Services Fund 001-SOC005 in the FY 2024-25 Adopted Budget. DSS will incorporate total appropriations/revenues of \$17,497 in each of the corresponding requested budgets for FY 2025-26 and FY 2026-27.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This Agreement correlates to the Health & Human Services Strategic Initiative adopted by the Board of Supervisors by allowing DSS to improve the quality of life for foster children by expanding capacity for timely completion of resource family approvals.

Mark a check to the related Board of Supervisors Strategic Initiatives

Check the related Board of Supervisors Strategic Initiatives:

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

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Approved by: Lori A. Medina, Director, x4430

Attachments: Agreement

The proposed agreement is on file with Clerk of the Board as an attachment to this Board Report