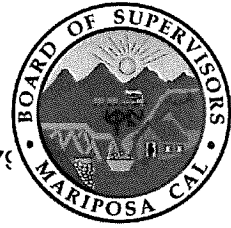


# MARIPOSA COUNTY

Human Resources/Risk Management • (209) 742-1375



## RESOLUTION - ACTION REQUESTED 2016-551

MEETING: October 18, 2016  
TO: The Board of Supervisors  
FROM: Steve Johnson, Human Resources Director - Risk Manager  
RE: Approve Agreement with Municipal Resource Group

---

### **RECOMMENDATION AND JUSTIFICATION:**

Approve a Professional Services Agreement with Municipal Resource Group (MRG) for Human Resources consulting services in the amount of \$19,700; and Authorize the Board of Supervisors Chair to Sign the Agreement.

It is proposed that MRG conduct a County-wide clerical classification study that involves 37 employees in 13 classifications. The goal of the study will be to streamline the clerical classes into a more general classification plan using fewer classes and levels and placing more emphasis on level of responsibility.

Further, during labor negotiations with the Sheriffs' Management Association (SMA), the County and the SMA agreed that the County would conduct a study of the Captain, Jail Lieutenant, and Undersheriff classifications within one year of the adoption of the agreement with the SMA. The agreement was adopted on February 9, 2016. It is proposed that MRG conduct this study to determine if these positions are appropriately classified, which could result in salary changes.

Attached is MRG's proposal outlining the assignment and scope of services.

### **BACKGROUND AND HISTORY OF BOARD ACTIONS:**

The Board of Supervisors has previously approved agreements with the Municipal Resource Group for various Human Resources consulting services. During the 2016/2017 budget hearings, the Board approved funding in Human Resources' professional services line item for purposes of retaining an HR consulting group to perform the clerical study as well as a study of the Sheriff's classifications pursuant to contract negotiations.

### **ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Do not approve a Professional Services Agreement with MRG, however another consulting firm would have to be located which could result in delays in conducting these studies.

### **FINANCIAL IMPACT:**

**Funding is budgeted in HR's professional services line.**

# Resolution - Action Requested 2016-551

**ATTACHMENTS:**

**Municipal Resource Group agt 10-2016 (PDF)**

**MRG Scope of Services 10-2016 (PDF)**

**CAO RECOMMENDATION**

Requested Action Recommended

  
Dallin Kimble, Deputy CAO 10/13/2016

**RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]**

**MOVER:** Merlin Jones, District II Supervisor

**SECONDER:** Kevin Cann, District IV Supervisor

**AYES:** Rosemarie Smallcombe, Merlin Jones, Marshall Long, Kevin Cann

**EXCUSED:** John Carrier