

ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA COMMUNICATION FORM

ITEM DATE: February 4, 2020		ITEM TIME:
FROM:	Kathy Nelson, Human Resources Director	
TODAY'S DATE:	January 28, 2020	
AGENDA TITLE:	CPS HR Consulting Phase II Classification Agreement	
CHECK ONE THAT APPLIES TO YOUR ITEM:		
<input checked="" type="checkbox"/> ACTION ITEM		
<input type="checkbox"/> DIRECTION		
<input type="checkbox"/> INFORMATION		
I. DESCRIBE THE REQUEST OR ISSUE:		
Consideration to approve and authorization to sign the CPS HR Consulting Phase II Classification Agreement.		
II. RECOMMENDED ACTION:		
Recommend approval and authorization to sign the CPS HR Consulting Phase II Classification Agreement.		
III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):		
PROPOSED REVENUE: N/A		
PROPOSED EXPENDITURE: \$21,760		
FUNDING SOURCE: Human Resources 2020 Budget.		
IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):		
None		
V. BACKGROUND INFORMATION:		
<p>Routt County is currently carrying out a job description/classification study to update all job descriptions and classes. Phase II includes the implementation of the project including a findings report, in person meetings/discussions related to the new classification structure, employee allocation recommendations, and methodology used to help familiarize staff with any changes and acquire feedback for further adjustments. Following the implementation, best practices for classification administration and maintenance of the project work will be provided.</p>		
VI. LEGAL ISSUES:		
The County Attorneys have reviewed this Agreement.		
VII. CONFLICTS OR ENVIRONMENTAL ISSUES:		
None		

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VIII. SUMMARY AND OTHER OPTIONS:

The Board can approve and authorize to sign the CPS HR Phase II Agreement, make edits to the Agreement or deny approval and authorization to sign the Agreement.