



Legislation Text

File #: 2020-0026, **Version:** 0

Title

Temporary Human Resources Staffing Services

Extension of GovTemps Employee Leasing Agreement C19-0138-2019-0656

History

Description/Justification:

Funding for a temporary contracted HR Generalist to support the workload of the Human Resources Department in 2020 was approved in the FY2020 Budget. HR supports management's needs and activities related to all employees, including approximately-270 full-time, 340 regular part-time and 340 seasonal employees. Approximately 375 new or rehires are processed each year. There are a number of HR goals that are tied to the Village's strategic initiatives. A temporary HR Generalist is needed to assist with key department goals and the day-to-day workload. Specifically, the temporary resource will be assigned to a variety of projects and day to day work based on peaks in workload and activity which may be related to the UltiPro HR/Payroll/Timekeeping/Scheduling implementation; retirements and associated recruitment; implementation of merit-based, open range compensation plan; implementing regulatory changes; collective bargaining; redesign of performance management program and associated training.

To maintain continuity in projects, staff recommends exercising the extension provision of the current Employee Leasing Agreement with GovTemps contract number C19-0138 - 2019-0656.

Financial Impact

Funds are available in the general fund account number 010-1100-432990.

Recommended Action/Motion

I move to approve the Village Manager extend the Employee Leasing Agreement for temporary staffing services with GovTemps, for an experienced temporary human resources professional in FY2020 not to exceed \$50,000.