

CALIFORNIA COASTAL COMMISSION

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W6b

November 27, 2013

TO: Commissioners and Other Interested Parties

FROM: Charles Lester, Executive Director
Susan Hansch, Chief Deputy Director
Melanie Wong, Chief, Human Resources
Pamela Wu, Chief, Fiscal & Business Services
Jessica Chan, Contract & Facilities Analyst, Business Services

SUBJECT: **Interagency Agreement with CPS HR Consulting for Training Services** for public hearing and Commission action, Wednesday, Item 6b, December 11-12, 2013 Commission Hearing

STAFF RECOMMENDATION

Staff recommends that the California Coastal Commission (Commission) authorize the Executive Director or his designee to enter into an interagency agreement with CPS HR Consulting, a joint powers authority, for an amount not to exceed \$26,000 to provide mandatory training services for a contract period of six months beginning December 16, 2013.

MOTION

“I move that the Commission authorize the Executive Director to enter into an interagency agreement with CPS HR Consulting for an amount not to exceed \$26,000 to provide mandatory training services for a period of six months, in accordance with the Department of General Services instructions.”

Staff recommends a **YES** vote.

BACKGROUND

Per Government Code 19995.4(b), state supervisors and managers are required to complete forty (40) hours of supervisory training. CPS HR Consulting is a joint powers authority that provides this training to state agencies. The content of the supervisory training program provided under this interagency agreement contract has been certified by the California Department of Human Resources and meets the government code training requirement.

Although some of our supervisors and managers have taken the basic supervision class years ago, this training will provide updated required important training on Cal HR's modernized methods and provide the opportunity for shared training with experienced and new supervisors.

CONTRACT SPECIFICATIONS

This interagency agreement contract will deliver a customized supervision course for all supervisors and managers. Two sessions will be delivered at the Asilomar Conference Grounds in Monterey, a State of California facility that offers facilities, lodging and meals at a special rate for state agencies. CPS HR Consulting shall furnish all labor, tools, trainer transportation costs, services, licenses, insurance certificates and any other items required to conduct instructor-led 40 hour required Supervisory training for the California Coastal Commission staff.

STRATEGIC PLAN SUCCESSION PLANNING

This training is consistent with Strategic Plan Objective 7.5 which calls for succession planning mechanisms. This training is critical for new supervisors and managers. Strategic Plan Objective 7.7 addresses the importance of staff training. This contract is consistent with these objectives of the Strategic Plan.

CONCLUSION

Staff recommends that the Commission enter into an interagency agreement for a period of six months with CPS HR Consulting for training services.

The motion is on page 1 of this staff report.