



HUMAN RESOURCES DEPARTMENT

LAURA S. ARMOR
Director

March 13, 2007

Board of Supervisors
County of Marin
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Contract for Human Resources Consulting Services, Classification, Compensation, and Organizational Restructure

Dear Board Members:

RECOMMENDATION: It is recommended that your Board authorize the President to execute an agreement with Hazel Payne of HAP Consulting Services for \$75,000 to conduct classification, compensation, organizational studies and related human resources studies for calendar year 2007.

SUMMARY: The Public Health Division of the County of Marin's Department of Health and Human Services is in need of organizational and classification studies in the following functional areas:

- Children's Medical Services
- Community Health & Prevention
- Clinical Services
- Epidemiology
- Public Health Communicable Disease
- Emergency Medical Services

There are also organization and classification impacts anticipated from the transition of services and staff to the new Health Campus. In order to accomplish the project it is recommended that the Human Resources Department contract these services to HAP Consulting Services.

FISCAL IMPACT: Funds have been set aside by the County Administrator's Office in the amount of \$75,000 in fund center 3500011400 in the professional services account 5210133. Purchase requisition number 10004026 has been created.

REVIEWED BY:	() Auditor Controller	(X) N/A
	(X) County Counsel	() N/A
	(X) Human Resources	() N/A

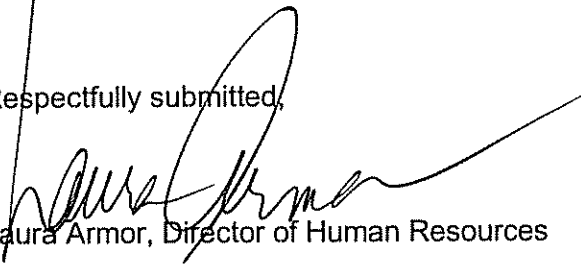
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Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Laura Armor', written over the typed name.

Laura Armor, Director of Human Resources

cc: Janet Bosnich, Principal Personnel Analyst, Human Resources
Sandy White, Administrative Services Officer/HR