



REPORT TO THE CITY COUNCIL

AGENDA ITEM NO.	
COUNCIL MEETING	March 4, 2008
<i>APPROVED BY</i>	
<i>DEPARTMENT DIRECTOR</i>	
<i>CITY MANAGER</i>	

DATE: February 20, 2008

FROM: TERRY A. BOND, DIRECTOR
Personnel Services Department

BY: MELANY FELTON, MANAGER
Organization Development & Training Division

SUBJECT: APPROVE CONSULTANT SERVICES AGREEMENT BETWEEN THE CITY OF FRESNO AND JANE YOW FOR ASPIRE TO SUPERVISE TRAINING AND AUTHORIZE THE PERSONNEL SERVICES DIRECTOR TO EXECUTE AGREEMENT ON BEHALF OF CITY

KEY RESULT AREA(S):

RESOURCE MANAGEMENT – ESSENTIAL CORE SERVICES CONTRIBUTE TO THE CITY VISION & VALUES

RECOMMENDATION

It is recommended that the City Council approve Consultant Services Agreement between the City of Fresno and Jane Yow and authorize the Personnel Services Director to execute the Agreement on behalf of the City.

EXECUTIVE SUMMARY

With the approval of this Agreement, the scheduling of four existing Aspire to Supervise classes will be extended and an additional Aspire to Supervise class will now be conducted through June 30, 2009.

KEY OBJECTIVE BALANCE

This agreement will benefit the citizens of Fresno as well as the employees of the City of Fresno. Customer Satisfaction will increase as citizens interact with City employees who, as a result of this training, have increased levels of confidence. Employee Satisfaction will increase as City employees realize this investment in their personal and professional development. Financial Management is evident whereby employees who feel they are being invested in will be less likely to seek employment elsewhere, thus reducing the need for outside temporary help and costly recruitments. Furthermore, as the Personnel Services Department continues to focus on succession planning, this training will make great strides toward cultivating our next generation of leaders.

BACKGROUND

The City of Fresno issued a Request for Proposals (RFP) in August of 2006 seeking proposals for various levels of Leadership Development and Customer Service training. After evaluation of the responses to that RFP, Jane Yow was awarded a contract to provide training for those City employees who aspire to hold supervisory positions.

As such, the Aspire to Supervise training, under the leadership of Jane Yow, was launched in January of 2007 and 16 classes were to be offered to approximately 320 City employees through October of 2007. In order to better accommodate employee schedules, the remaining 4 classes from the original contract will be extended through February of 2009 and a seventeenth class will now be offered in April/May of 2009.

This Aspire to Supervise training is a 9-hour course comprised of three sessions. The first, entitled "Walk Awhile in My Shoes," focuses on issues such as the expectations and needs of new supervisors. The second, entitled "Generations and Values in the Workplace," focuses on issues such helping employees to look beyond their own experiences to understand what makes each generation of employees unique. The third, entitled "Leadership for Effective Teams," focuses on issues such as team dynamics, group norms, and how to develop group growth.

FISCAL IMPACT

Approval of this Consultant Services Agreement will authorize the Personnel Services Director to execute the attached agreement with Ms. Yow to extend the delivery date of the 4 remaining classes from the original contract and to conduct an additional Aspire to Supervise class with City employees. The total cost of the additional class is \$3000 with an aggregate total for all seventeen classes not to exceed \$51,000. Funding for the training is appropriated in the FY08 budget.

Attachment: Consultant Services Agreement between the City of Fresno and Jane Yow.