



COLE COUNTY COMMISSION MINUTES
Agenda for the Commission of Cole County
For Wednesday, May 1, 2019

(Commission is in session as posted beginning at 9:00 am, unless otherwise noted. The Commission will handle administrative matters between the hours of 8:00 am and 4:30 pm daily)

1. CALL TO ORDER (7:30 a.m.)

CALL TO ORDER:

The Cole County Commission met with Presiding Commissioner Sam Bushman, Eastern District Commissioner Jeff Hoelscher, Western District Commissioner Kris Scheperle, Health Department Director Kristi Campbell, Sheriff John Wheeler, Auditor Kristen Berhorst, Finance Debbie Malzner, Road Superintendent Larry Bishop, Counselor Jill LaHue, EMS Director Matthew Lindewirth, Collector Larry Vincent, Purchasing Agent Jennifer Prenger, Prosecuting Attorney Locke Thompson, Deputy Clerk Lynne Reinkemeyer, present.

2. MINUTES & REPORTS RECEIVED AND FILED
3. COMMISSIONER COMMITTEE LIAISON REPORTS
4. ANNOUNCEMENTS OF OTHER UPCOMING MEETINGS AND EVENTS
5. COMMISSION COMMENTS
6. BIDS & CONTRACTS
7. UNFINISHED BUSINESS
8. NEW BUSINESS

DISCUSSION:

Discussion was held regarding the **Request for Qualifications (RFQ) - 2019PS01: Human Resources (HR) Consulting Services, with responses accepted through Thursday, April 19, 2019 at 4:30 p.m. Central**. The County received nine (9) responses to the RFQ and they are as follows; Incipio Workforce Solutions, JERHR Group, Moresource Inc., Plante & Moran, PLLC, Policy Analysis Consultancy, LLC, Terrence McAdams, TJ Consulting, Traaen & Associates, LLC and Zilo International Group. There are three phases to RFQ 2019PS01: Human Resources Consulting Services; Handbook Policy/Procedures, Job Descriptions and Consulting Services. A Committee was formed to review and rank/pair down the top 3 to 5 consulting companies for consideration. The top two were Plante Moran and Moresource, Inc., with several others having same ranking.

Additional discussion included the following questions to possibly address with Plante Moran and Moresource, Inc. in a letter to be mailed to each; anticipated cost for travel and lodging for visits to Cole County, the last three (3) largest customers lost and the reason for the loss, buying powers for cost of benefits to County employees, hourly cost of consulting services on as needed basis, human resources attorney costs, cost of new handbook, total project cost, disciplinary actions for employees, number of hours needed for services per month after initial completion of Phase 1, how many handbooks/manuals has the company written, the length of time to complete the handbook/manual, diversity and sexual harassment training.

A list of any additional questions to address with Plante Moran and Moresource, Inc. are due to Debbie Malzner (cc to Jennifer Prenger) by Friday, May 3, 2019. A copy of the RFQ received from each response will be attached to these minutes.

9. OTHER ISSUES THAT HAVE COME BEFORE THE COMMISSION THIS DAY

10. ADJOURNMENT

Commission will stand in recess until 4:30 p.m.

Commission adjourned at 4:30 p.m.

Presiding Commissioner

Eastern District Commissioner

Western District Commissioner