



SUMMARY REPORT

Agenda Date: 7/12/2022

To: Sonoma County Board of Supervisors
Department or Agency Name(s): Human Resources Department
Staff Name and Phone Number: Christina Cramer, 707-565-2988
Vote Requirement: Majority
Supervisorial District(s): Countywide

Title:

Agreement for Equity, Diversity, and Inclusion Consultant

Recommended Action:

Authorize the Human Resources Director to execute an agreement between the County of Sonoma and Tiangay Kemokai Law, P.C. for diversity, equity, and inclusion consulting and training services from July 12, 2022 through June 30, 2023 for an amount of up to \$150,000, and authorize the Human Resources Director to execute the agreement and to renew the agreement for one additional year, if needed. □

Executive Summary:

Law firms that practice in the areas of employment and/or civil law often have consulting services. As is the case with Tiangay Kemokai Law, the firm has a Diversity, Equity, and Inclusion (DEI) services practice that includes training programs, consultation, and restorative remediation services. Human Resources offers employee development training programs and has organizational development consultant agreements as resources for departments seeking assistance with organizational change, employee relations, and organizational culture challenges. However, Human Resources does not have any consultants with expertise in DEI training and consulting services. The agreement and services will complement the work of the Office of Equity and will provide the Office of Equity and other County departments' additional resources in the area of DEI. □

Discussion:

Human Resources has agreements with consultants with expertise in organizational development, employee relations, staff and executive coaching, and employee development related training. By way of referral by Human Resources, County Departments may access these services when needed. The agreements provide an efficient and cost-effective way to address employment matters that central Human Resources is not able to provide given its staffing complement and the size of the County's workforce.

Human Resources and the Office of Equity concur that having access to additional resources and services from a consultant with expertise in diversity, equity, and including consulting services compliment the County's work toward the Racial Equity and Social Justice Strategic Pillar objectives and the current "stable" of consultants.

The proposed agreement with Tiangay Kemokai Law will provide a consultant with expertise in executive and staff level consulting and coaching and provide access to DEI training that will complement the Office of

Equity's equity learning program, which is currently under development.

The agreement is a fee for services agreement in the amount of up to \$150,000/year for a one-year term, with the delegated authority for the Human Resources Director to renew for an additional one year.

The County Administrator strongly supports this agreement and the use of the services available under this agreement. The County Administrator has budgeted \$45,000 in the Non-Departmental Budget for FY 22/23 to mitigate departmental costs and encourage departmental DEI efforts. Budgetary adjustments will be brought forth if additional funds are needed.

Human Resources is the appropriate contract administrator given the services in this agreement are related to employment related services. Human Resources and the Office of Equity work collaboratively on other DEI initiatives when matters are not of a confidential and/or personnel matter.

Strategic Plan:

This item directly supports the County's Five-year Strategic Plan and is aligned with the following pillar, goal, and objective.

Pillar: Racial Equity and Social Justice

Goal: Goal 1: Foster a County organizational culture that supports the commitment to achieving racial equity.

Objective: Objective 4: Develop a shared understanding of key racial equity concepts across the County and its leadership.

Prior Board Actions:

None.

FISCAL SUMMARY

Expenditures	FY 22-23 Adopted	FY23-24 Projected	FY 24-25 Projected
Budgeted Expenses	\$45,000	N/A	N/A
Additional Appropriation Requested			
Total Expenditures			
Funding Sources	\$45,000		
General Fund/WA GF	\$45,000		
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources	\$45,000		

Narrative Explanation of Fiscal Impacts:

This is a fee for services agreement. Departments pay for consultant services within their already established and approved budgets. Non-Departmental has \$45,000 budgeted to mitigate departmental costs. Budgetary

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adjustments will be brought forth for use of contingency funds if needed in FY22-23.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Professional Services Agreement

Related Items "On File" with the Clerk of the Board:

N/A