



# COUNTY OF HUMBOLDT

For the meeting of: 8/20/2019

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File #: 19-1001

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**To:** Board of Supervisors

**From:** Probation

**Agenda Section:** Consent

**SUBJECT:**

Professional Services Agreement between County of Humboldt and Joanne Bond Coaching, LLC and Supplemental Budget for Budget Unit 235 (4/5 Vote Required)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve the attached agreement between County of Humboldt and Joanne Bond Coaching, LLC; and
2. Approve the corresponding supplemental budget for budget unit 235 (4/5 vote required).

**SOURCE OF FUNDING:**

Probation Trust Fund 3782-000-808000

**DISCUSSION:**

The recent retirement of two long-serving Probation Division Directors, as well as the addition of a 1.0 FTE Supervising Probation Officer in the 2019-20 budget has caused a chain of promotions and transfers in the Probation Department. These personnel moves have resulted in over half the department's management team being either in their position or in their unit assignment for less than 1 year. In addition to these staff changes, the Chief Probation Officer is also new to the position, having been sworn in less than 1 year ago. This large-scale turnover of management staff is an opportunity to do some leadership coaching, succession planning, to put into place some processes for the development of these new supervisors and directors, and promote some team building.

Joanne Bond has worked with the Chief Probation Officer to customize a curriculum for both administrators and managers to assess their current emotional intelligence and to use both the individual results and the combined team results to: identify some areas for development, to tie goals back into the department mission, to work out a plan with specific steps to address these areas for development and follow-up to assist the Probation management team with implementing these plans.

**FINANCIAL IMPACT:**

The total cost of this agreement is not to exceed \$20,425, which is the same amount as the

supplemental budget. That cost includes individual and aggregate assessment of the administrators, individual and aggregate assessment of the managers, development of a specific plan of action with detailed steps and 30-day follow up, as well as 8 additional hours available over the course of the fiscal year to provide support with plan implementation. The contract will be funded with a transfer from Probation Trust Fund No. 3782, which has a current balance of \$1,026,349. There will be no impact to the General Fund.

**STRATEGIC FRAMEWORK:**

This action supports your Board's Strategic Framework by investing in county employees .

**OTHER AGENCY INVOLVEMENT:**

None

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board may opt not to approve this contract however this is not recommended. The Probation Department has experienced major turnover in key management positions over the last year and this coaching will provide critical direction to new managers and solidify the department mission and expectations for leaders in the department.

**ATTACHMENTS:**

1. Supplemental Budget for Probation Budget Unit 235
2. Professional Services Agreement with Joanne Bond Coaching, LLC and Contract Exhibits

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: N/A

Meeting of: N/A

File No.: N/A