2020-2024 Budget Request

Department: Administration

Submitted By: Patrick Richardson, Board Vice President

Request Nam Human Resources Provider

Select the Strategic Priority addressed by this requ Immediate

Does this address a need in the community surve Yes If yes, please explain below

Description and Justification

This request is for a third party human resources provider. The District currently tasks the Fire Chief and command staff with this position. Due to the complexities of employment law, avoiding conflicts of interest, managing employment contracts, dispute resolution and human resources education this on-call position is not only needed but should be required. A human resources administrator can guide employees through difficult change, independently resolve conflict, oversee internal disputes and provide outside and objective guidance on a variety of issues. Among these issues this administrator will assist with hiring and recruiting, training and member development, pay and benefits and legal disputes. Of the five HR providers reserched only two provice both legal and administrative services. CPS HR Consulting from Littleton has worked and is currently working with several fire districts in and around the front range. CPS was also recommended by the Special District Association. CPS HR appears to have a good understanding of the needs of Nederland Fire Protection District. CPS is proposing a flat monthly fee of $1,450.00 which includes 20 hours of consulting per month. The 2020 budget request reflects the last five months of 2020 at $7,250.00, benefits review at $550.00, organizational assessment at $4,800 and on-site compliance training at $1,200.00. Future funding will reflect three on-boarding training classes annually a Human Resources Handbook and two on-site classes.

Estimated Expenditures

Account Numb	Acct Description	2020	2021	2022	2023	2024	Total
		13,800	28,200	23,400	23,400	23,400	112,200
							-
							-
							-
							-
							-
							-
							-
							-
							-
	Total Expenditures	$ 13,800	$ 28,200	$ 23,400	$ 23,400	$ 23,400	$ 112,200

Revenue Considerations

Account Numb	Acct Description	2020	2021	2022	2023	2024	Total
							-
							-
							-
	Total Funding Sources or Revenue Impacts	$ -	$ -	$ -	$ -	$ -	$ -