

**PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of September 11, 2012**

ITEM TITLE: Request Board Authorization to Increase Independent Contractor's Agreement for Professional Services for Renne, Sloan, Holtzman & Sakai, LLP.

SPECIFIC BOARD ACTION REQUESTED: District administration requests Board authorization to increase an existing professional services agreement with Renne Sloan Holtzman & Sakai, LLP for neutral fact finding reports and investigations for the Office of Human Resources and Employee Relations. The District is required by state and federal law to conduct fair, neutral, and impartial investigations into complaints of alleged discrimination and sexual harassment filed by employees and students. This firm does not provide legal services to the District. The current contract approaches its limit of \$25,000, therefore, the District requests an increase by an additional \$125,000 for a contract not to exceed \$150,000 limit for fiscal year ending June 30, 2013. The Chancellor recommends approval.

ITEM SUMMARY: Pursuant to Title 5, Code of Regulations, the Vice Chancellor for Human Resources and Employee Relations has the administrative responsibility to investigate, process, and resolve all complaints of discrimination, harassment and retaliation filed by students, employees, and members of the public. In addition, the Vice Chancellor for Human Resources and Employee Relations is responsible for conducting investigations into complaints filed with the Office of Civil Rights, the Equal Employment Opportunity Commission, and the Department of Fair Employment & Housing filed by students, employees, and members of the public.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT): GENERAL FUNDS

BACKGROUND/ANALYSIS: The agreement for Renne, Sloan, Holtzman & Sakai will soon approach the District approved amount of \$25,000; therefore, the Vice Chancellor for Human Resources & Employee Relations requests an increase to the agreement for an additional amount of \$125,000 or a contract amount not to exceed \$150,000 through fiscal year ending June 30, 2013.

DELIVERABLES AND SCOPE OF WORK:

ALTERNATIVES/OPTIONS: N/A

EVALUATION AND RECOMMENDED ACTION: The Chancellor recommends approval.

OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY): N/A

YES _____ NO X

COMMENTS:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? (VICE CHANCELLOR) VC LARGENT
(*****Board contract approval is subject to negotiation and execution by the Chancellor.)

DOCUMENT PREPARED BY:

Prepared by: Trudy Largent
[Trudy Largent, J.D., Vice Chancellor for Human Resources & Employee Relations]

Date: 9-4-12

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Trudy Largent
[Trudy Largent, J.D., Vice Chancellor for Human Resources

Date: 9-4-12

FINANCE DEPARTMENT REVIEW

Finance review required Finance review *not* required

If Finance review is required, determination is: Approved Not Approved

If not approved, please give reason: _____

Signature: Ron Gerhard
Ron Gerhard, Chief Financial Officer

Date: 9-7-12

GENERAL COUNSEL (Legality and Format/adherence to Education Codes):

Legal review required Legal review *not* required

If Legal review is required, determination is: Approved Not Approved

Signature: _____ Date: _____
General Counsel

CHANCELLOR'S OFFICE APPROVAL

Approved, and Place on Agenda Not Approved, but Place on Agenda

Signature: José M. Ortiz
José M. Ortiz, Chancellor

Date: 9-4-12