

City of Minneapolis Request for Committee Action

To: Ways & Means
Date: 6/29/2016
Referral: N/A
From: Human Resources
Lead Staff: Marylin Talarico
Presented by: Marylin Talarico
File Type: Action
Subcategory: Contract/Agreement

Subject:

Contract amendment with Sue Plaster Consulting LLC for Equal Employment Opportunity (EEO) reporting and workforce planning

Description:

Authorizing an increase to Contract No. C-40331 with Sue Plaster Consulting LLC of \$75,000 for a new contract total of \$125,000, and extending the contract term to March 31, 2017, for consulting services providing Equal Employment Opportunity (EEO) reporting and workforce planning.

Previous Actions:

None.

Ward/Address:

Not Applicable

Background/Analysis:

The City has a Standard Agreement, contract C-40331 for Equal Employment Opportunity (EEO) Reporting and Action Process in compliance with the City Council's Workforce Planning Staff Directive. Workforce planning, currently in process under the guidance of the Human Resources Department, includes succession planning and knowledge transfer components.

The focus of the EEO Reporting process is to:

- Review the City's overall employment demographic status and spotlight major relevant programs that are underway to address needs and opportunities.
- Review of up to 22 department action plans developed to address any inequities or opportunities brought to light through data collection and reporting about workforce and employment practices.

Currently, the City Attorney is conducting a legal review of the EEO reporting process. Due to staff changes and to meet critical workforce planning deadlines, the estimate of work to be completed has been adjusted.

Financial Review:

No additional appropriation required, amount included in current budget.

Approved by the Permanent Review Committee.